



Melody Paradise, Mayor  
Russell Brewster, Mayor Pro Tem

# AGENDA

## TOWN COUNCIL

### June 23, 2014

#### COUNCIL MEMBERS:

Fred Adair  
Don Funderlic  
Jane Barrett  
Don Surratt

Matthew Fielder, City Manager

**Work Session 6:30 p.m.**  
**Regular Session 7:30 p.m.**  
**Council Chamber**  
**1614 South Bowen Road**

#### WORK SESSION 6:30 P.M.

**REVIEW AND DISCUSS ITEMS ON THE REGULAR AGENDA, AND CONSIDER PLACING APPROVED ITEMS ON CONSENT AGENDA.**

*All consent agenda items are considered to be routine by the Council and will be enacted with one motion. There will be no separate discussion of items unless a Council Member so requests, in which event, the item will be removed from the general order of business and considered in its normal sequence.*

1. City Manager Report
  - Update on the Boat and RV Ordinance
  - Update on the Personnel Vacancies
  - Update on Denitech
2. Approval of Bills Payable and Purchase Orders in excess of \$1,000.  
*A summary of invoices, purchase orders, and applicable copies are included in the agenda packet.*
3. Approval and Acceptance of Minutes  
Approval of Town Council Minutes:
  - Town Council minutes from June 9, 2014Acceptance of Minutes of Boards and Commissions:
  - PEDC minutes from May 28, 2014

#### REGULAR SESSION 7:30 P. M.

#### CALL TO ORDER/WELCOME

INVOCATION BY: Councilmember Adair

#### PLEDGE OF ALLEGIANCE

#### MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

#### COUNCIL LIAISON TO BOARD REPORT

- Community Relations Board
- Pantego Youth Leadership Council

#### PEDC REPORT

#### CITIZENS OPEN FORUM

This is a time for the public to address the Town Council on any subject not on this agenda. However, in accordance with the Open Meetings Act Section 551.042, the Town Council cannot discuss issues raised or make any decisions on that subject at this time. The Town Council or an appropriate Town official may make a statement of factual information or policy on the subject in response to an inquiry by a member of the public. Issues raised may be referred to Town Staff for research and possible future action.

#### APPROVAL OF CONSENT AGENDA ITEMS

Approval of the Consent Agenda authorizes the City Manager to implement each item in accordance with staff recommendations and all votes on final reading will be recorded as reflected on first reading unless otherwise indicated. Public comment will be accepted on items, with the exception of those items on which a public hearing has been held and closed by Council.

#### PUBLIC HEARING

4. Public Hearing, discuss, direct, and consider action on an Ordinance Amending the Town of Pantego Municipal Code of Ordinances Chapter 4 – Business Regulations, Article 4.03 – Vendors & Solicitors, by Adding Provisions, Revising Provisions, Deleting Provisions, and Adding Prohibitions, Setting Penalties and Setting Fees; Containing a Savings Clause; Repealing all ordinances in Conflict Herewith; and Declaring an Effective Date.

## RESOLUTIONS

5. Discuss, direct, and consider action on a Resolution Authorizing the City Manager to enter into an Interlocal Agreement with the Tarrant County Tax Assessor for the Collection of the Town of Pantego Property Taxes; Providing for an Effective Date.
6. Discuss, direct, and consider action on a Resolution allowing the use of Town Hall as a Precinct Polling Place on Election Day, November 4, 2014 by the Tarrant County Election Administrator.
7. Discuss, direct, and consider action on a Resolution Authorizing the City Manager to enter into a Contract with the Atmos Energy Steering Committee; Providing for an Effective Date.
8. Discuss, direct, and consider action on a Resolution from the Tarrant County Commissioners Court to participate in the Tarrant County Consortium for the Community Development Block Grant, HOME Investment Partnership, and Emergency Solutions Grant programs; Providing for an Effective Date.
9. Discuss, direct, and consider action on a Resolution Authorizing the City Manager to enter into a Contract with the Texas Municipal League MultiState Intergovernmental Employee Benefits Pool for the renewal of employee health insurance coverage to include Long-Term Disability, and to continue the Town's participation as a risk member in the Employee Benefits Pool; Providing for an Effective Date.

## NEW BUSINESS FOR DISCUSSION, REVIEW, APPROVAL, AND/OR DIRECT STAFF

10. Discuss, direct, and consider action on the approval of the Budget Work Session Calendar for Fiscal Year 2014/15.
11. Discuss, direct, and consider action on the water well repairs for the Lane and Stolper Wells.

## OLD BUSINESS FOR DISCUSSION, REVIEW, APPROVAL AND/OR DIRECT STAFF

12. Discuss, direct staff, and consider action on an update from the City Manager regarding Pantego Fest 2014.

Following the Scheduled Executive Session, the Council will reconvene in public session and may take any and all action necessary concerning the Executive Session.

## SCHEDULED EXECUTIVE SESSION ITEMS

- The Council will convene in the City Manager's Office pursuant to the Texas Government Code for an executive session on the following items:
  1. Pursuant to Government Code Section 551.071 Litigation Matters, to discuss pending or contemplating litigation, settlement offers, and other legal matters that implicates the attorney-client privilege – Litigation Van Hoosier.

## COUNCIL INQUIRY

If a member of the Council makes a spontaneous inquiry about a subject not on this agenda, then the Town Council or an appropriate Town official may make a statement of factual information or policy in response to such an inquiry. However, in accordance with Open Meetings Act Section 551.042, the Town Council cannot discuss issues raised or make any decisions on that subject at this time. Issues raised may be referred to Town Staff for research and possible future action.

## ADJOURNMENT

## CERTIFICATION

Prepared and posted in accordance with Chapter 551 of the Texas Government Code. I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outside window of a display cabinet at the Town Hall of the Town of Pantego, Texas, a place of convenience and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Friday, June 20, 2014 at 5:00 p.m., and remained so posted at least 72 hours before said meeting convened.

  
Julie Arrington, City Secretary



*Auxiliary aids and services are available to a person when necessary to afford an equal opportunity to participate in Town functions and activities. Auxiliary aids and services or accommodations should be requested forty-eight (48) hours prior to the scheduled starting time by calling the City Secretary's Office at (817) 548-5852.*

Complete Council Agenda and background information are available for review at the City Secretary's Office and on the Town's website: [www.townofpantego.com](http://www.townofpantego.com).



# City Manager's Report

**To:** Mayor Paradise and Members of the Town Council

**From:** Matt Fielder, City Manager

**Date:** June 23, 2014

## **Boat and RV Ordinance**

Staff is reviewing the example of the Boat and RV ordinance from Peidmont, Oklahoma, provided at the last Council meeting. A comparison with our proposed ordinance will be provided to Council when this item is placed on the Council agenda on July 14<sup>th</sup> for consideration.

## **Personnel Vacancies**

The new Public Works Director, Scott Williams, has accepted the position and will assume his new duties on July 10<sup>th</sup>. One position remains open for a maintenance worker in the Public Works Department. The finalists for the two fire fighter positions have been selected and are undertaking their pre-employment screening and testing. This should be complete by the end of the month.

## **Denitech**

Denitech is still completing their analysis of May printing and should have recommendations at the next Council meeting.

Director's Review: \_\_\_\_\_  
City Manager's Review: Mdf



# AGENDA BACKGROUND

**AGENDA ITEM:** Approval of Bills Payable and Purchase Orders over \$1,000.

**DATE:** June 23, 2014

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**PRESENTER:** Matthew Fielder, City Manager

**BACKGROUND:**

This agenda item includes a listing of bills payable over \$1,000. Included are copies of invoices for professional services and purchase orders over \$1,000, their attached memo, and invoice copies, if available.

**FISCAL IMPACT:**

Please review report for individual account number.

**RECOMMENDATION:**

Staff recommends the following motion:

Approval of the listing of bills payable over \$1,000 and purchase orders as submitted.

**ATTACHMENTS:**

Expenditure Summary of approval list over \$1,000 and purchase orders for June 23, 2014:

Professional Services:

- Bill Lane, Attorney

Purchase Orders:

- NONE

**Summary of Bills Payable over \$1,000.00 and Purchase Orders Requiring Council Approval  
6/23/2014**

<u>PROFESSIONAL SERVICES</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Bill Lane, Attorney	\$1,837.50	June 2014 Invoice

**PURCHASE ORDERS**

**AMOUNT**

**DESCRIPTION**

\*\* None \*\*

<u>GENERAL BILLS</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Verizon Wireless	\$1,161.99	May 2014 Cell Phone Bill
City of Arlington	\$7,698.46	May 2014 Wastewater Services
Time Warner Cable	\$2,198.29	Telephone Bill Thru 7/16/14

# BILL LANE

117 6165 ENTERED

1110 Tennison Road  
Azle, Texas 76020  
Phone 817-276-4709

DATE: May 14, 2014

Bill To:  
**VIA FACSIMILE 817-261-4538**  
Tom Griffith  
Interim City Manager  
Town of Pantego  
1614 S Bowen Road  
Pantego, Texas 76013

DESCRIPTION	AMOUNT
Court Services for June 2014	\$1,837.50
<b>TOTAL</b>	<b>\$ 1,837.50</b>

Make all checks payable to **BILL LANE**  
If you have any questions concerning this invoice, contact **Alma Roden 817-276-4710**



Flair Events  
1040 Falcon Creek Dr.  
Kennedale, TX 76060

Business Phone: 817-614-5530  
E-mail: [april@flairftworth.com](mailto:april@flairftworth.com)  
[www.flairftworth.com](http://www.flairftworth.com)

Invoice #: 53114-P

Client: Town of Pantego

Date: June 2, 2014

Balance Due: \$2508.08

Due Date: 6/14/14

**Description: Festival Management**

05/06/14	.82 hour
05/07/14	.65 hours
05/08/14	2.68 hours
05/14/14	1.92 hours
05/15/14	2.9 hours
05/16/14	3.87 hours
05/19/14	8.17 hours
05/21/14	3.3 hours
05/22/14	5.27 hours
05/27/14	7.6 hours
05/28/14	6.53 hours
05/30/14	5.93 hours

**Sub-Total billed at \$30/ hour: 49.64 hours: \$1489.20**

**Description: Resource Management**

05/05/14	1.56 hours
05/06/14	4.25 hours
05/07/14	1.17 hours
05/08/14	1.75 hours
05/09/14	1.53 hours
05/14/14	6.8 hours
05/15/14	2.48 hours
05/16/14	1.39 hours
05/21/14	2.5 hours
05/22/14	2.3 hours
05/28/14	1.72 hours
05/30/14	1.28 hours

**Sub-Total billed at \$25 / hour: 28.73 hours: \$718.25**

**Description: Marketing**

05/12/14	2.25 hours
05/13/14	1.4 hours
05/16/14	.75 hours
05/28/14	2.15 hours

**Sub-Total billed at \$25/hour: 6.55 hours: \$163.75**



Flair Events  
1040 Falcon Creek Dr.  
Kennedale, TX 76060

Business Phone: 817-614-5530  
E-mail: [april@flairftworth.com](mailto:april@flairftworth.com)  
[www.flairftworth.com](http://www.flairftworth.com)

**Total festival planning 05/01/14 – 05/31/14** **\$2371.20**

**Mileage:**

05/15/14	21.0 miles x \$0.56	\$11.76
05/16/14	18.0 miles x \$0.56	\$10.08
05/19/14	24.0 miles x \$0.56	\$13.44
05/21/14	24.0 miles x \$0.56	\$13.44
05/27/14	31.0 miles x \$0.56	\$17.36
05/28/14	35.0 miles x \$0.56	\$19.60
05/30/14	20.0 miles x \$0.56	\$11.20

**Total Mileage:** **\$96.88**

**Reimbursable Expenses:**

Postage:	\$19.60
Envelopes and labels:	\$20.82

**Total Reimbursable Expenses:** **\$40.42**

**Balance Due this invoice:** **\$2508.08**



# AGENDA BACKGROUND

**AGENDA ITEM:** The approval of Town Council minutes and acceptance of minutes of the various Boards and Commissions.

**Date:** June 23, 2014

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**PRESENTER:**

Julie Arrington, City Secretary

**BACKGROUND:**

Minutes from Town Council and Pantego's various Boards and Commissions.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Staff recommends the approval of the minutes as presented.

**ATTACHMENTS:**

Town Council minutes from June 9, 2014  
PEDC minutes from May 28, 2014

Director's Review: lea  
City Manager's Review: MDF

Town Council Minutes  
June 9, 2014

STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Town Council of the Town of Pantego, Texas, met in regular session at 6:30 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 9<sup>th</sup> day of June 2014 with the following members present:

Melody Paradise  
Russell Brewster  
Jane Barrett  
Don Surratt  
Don Funderlic  
Fred Adair

Mayor  
Mayor Pro Tem  
Council Members

Members absent:

None

constituting a quorum. The following staff members were present:

Matt Fielder  
Julie Arrington  
Ariel Carmona  
Chad Joyce  
Tom Griffith  
Barry Reeves  
Robert Coker  
Thressa Householder

City Manager  
City Secretary  
Finance Director  
Community Development Director  
Chief of Public Safety  
Assistant Police Chief  
Assistant Fire Chief  
Court Administrator

Also in attendance:

None

WORK SESSION 6:30 P.M.

Mayor Paradise called the work session to order at 6:45 p.m.

Mayor, Council, and Staff discussed the following consent agenda items:

**1. City Manager Report**

Mr. Fielder informed the Council he will have the Department Heads discuss their vacancies within their departments. He has made an offer for the Public Works Director Position and is waiting on the physical and background check results to come in.

Mr. Fielder informed Council Republic is exercising their option to increase garbage rates in accordance with their two year average Consumer Price Index that will result in an overall 8 cent rate increase.

Mr. Fielder informed Council the Wagon Wheel bridge does need repair on the Wing walls. The Town Engineer has received information from a structural engineer and has taken the report to a General Contractor for a rough cost estimate. While the Bridge is safe, the erosion of the wing walls could lead to safety issues in the future if not repaired. Council asked who will determine the

Town Council Minutes  
June 9, 2014

scope of work. Mr. Fielder stated the scope of work will be provided by the Town Engineer. There was discussion on penalty clauses, accountability of the contractors, the time line of the project, and other construction scheduled with Tarrant County for Wagon Wheel. Mr. Fielder stated he will investigate the cost implications and the feasibility of having the repair of the wing wall and the overlay scheduled with the County at the same time. There was discussion on opening up the road to investigate the settlement underneath the road prior to the resurfacing project.

Mr. Fielder informed Council the Quint was sent in for scheduled preventative maintenance and a number of issues were found; the main issues were the metal flakes found in the pump transfer case and the manifold in the compressed air foam pump. At this time we have not had a response back for the estimates and results. There was discussion on the compressed air pump and how often it is used.

**2. Monthly Staff Reports**

Council inquired about the counts on the West Nile Testing. Mr. Joyce stated this was the amount of mosquitoes caught in each trap and explained he has received some favorable reports from residents on the spraying. There was discussion on moving the trap located on Nora Dr., obtaining another trap from Tarrant County, the cost of the spraying, and how often the Town should spray.

There was discussion on the history of leaks on the water main located on Wagon Wheel.

Council inquired if TXDOT has turned the Highway 303 project over to the Town and learned they have not. There was discussion on the maintenance period and the landscaping.

**3. Approval of Bills Payable and Purchase Orders in excess of \$1,000.**

There was no discussion.

**4. Approval and Acceptance of Minutes**

Approval of Town Council Minutes:

- Town Council minutes from May 19, 2014

The votes on items number 7 and 8 need to be corrected to include Councilmember Adair.

Acceptance of Minutes of Boards and Commissions:

- PEDC minutes from May 14, 2014
- CRB minutes from May 7, 2014

No comments were given.

**ORDINANCES**

**5. Discuss, direct, and consider action on an Ordinance Amending the Town of Pantego 2013/2014 Fiscal Year Budget**

Mr. Fielder informed Council this item was done in an effort to prepare for the new budget. The biggest items for Council's consideration are the recent staffing changes, different departments budgeting different costs in different places, and some items were not budgeted correctly. This process allows Council to discuss these changes now and have the opportunity for approval or denial.

Ms. Carmona discussed each line item and explained all necessary changes.

Mayor Paradise adjourned the work session at 7:23 p.m.

**REGULAR SESSION 7:30 P. M.**  
**CALL TO ORDER/WELCOME**

Mayor Paradise called the regular session to order at 7:40 p.m. and welcomed the audience.

Julie Arrington, City Secretary, led the invocation which was immediately followed by the Pledge of Allegiance.

**MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS**

Councilmember Surratt welcomed the audience and acknowledged his appreciation of their input.

Councilmember Funderlic thanked the audience for showing up for tonight's meeting and he looks forward to their comments.

Councilmember Barrett thanked the audience for coming out tonight.

Councilmember Adair appreciates everyone showing up.

Mayor Pro-Tem Brewster thanked the audience for showing up tonight and Council and staff for working together.

Mayor Paradise welcomed everyone and thanked them for being here.

**COUNCIL LIAISON TO BOARD REPORT**

**Community Relations Board**

Councilmember Barrett declared the Memorial Day event was really successful. She believes this was the best so far and hopes for better attendance next year. The next event will be this Saturday in the Park it will be the movie Frozen. The next movie will be Monsters University on July 12<sup>th</sup>, Despicable Me 2 will be on August 9<sup>th</sup> and September 13<sup>th</sup> is still to be determined. The next CRB meeting will be July 1<sup>st</sup> and everyone is welcome to come. The Mayor informed the audience volunteers are needed and Council is currently appointing citizens who have volunteered to the different Boards.

**Pantego Youth Leadership Council**

Mayor Paradise informed the Council the group is currently on Summer vacation and the last meeting in May was a terrific event. The group started here and went across the street to a local business to discuss Economic Development Dollars at work and discussed what brought them to Pantego. They ended the evening with dinner and awards at another local business. She thanked Councilmember Surratt for his help and support with the group this year. Their next meeting will be in August, they get two months off. If CRB needs help with Movie night they will be there to help. She invited the audience to offer their suggestions for a movie on September 13<sup>th</sup> that is family friendly.

**PEDC REPORT**

Councilmember Surratt informed the Board there was a meeting on May 28<sup>th</sup>. April Coltharp with Flair Events attended the meeting and discussed ideas for PEDC to participate in PantegoFest. The only other issue still being discussed is lighting up the arch way over Park Row with LED's. They had a vendor selected but the bid came back more than expected. The Board is still trying to find an affordable vendor to put the lighting up on the Arch way on Park Row.

**CITIZENS OPEN FORUM**

Nancy Tice, 2615 Smith Barry Road, stated she has an RV and does not plan to discuss the ins and outs of the RV but would like to discuss the ins and outs of the ordinance Council has right now. She would like to offer a copy of an ordinance from Peidmont, Oklahoma to Council that she believes speaks exactly specifically to what the Council is trying to do. The wording of this ordinance is very citizen friendly. If Council will allow she will leave a copy with the Mayor and anyone else who would like to have a copy. She stated she is proud of Council and this Town, with the exception of Fred Adair since he is new. With the new City Manager it looks like Council will have the availability of having someone who is going to dig their heels in here, the same for the City Secretary and the new Finance Director. She hardly thinks that the change shouldn't be welcomed. The Council and the Mayor thanked Nancy Tice, former Councilmember, PEDC Director, and P & Z Commissioner. Mrs. Tice provided the City Secretary with a copy of the ordinance that will be provided in the Dropbox.

Mark Kelsey, 2624 Peachtree Lane, thanked the Council for having the open forum. He would like to talk about Section 12.05.002 Parking on Private Property and he appreciated Council continuing to look at the ordinance and trying to reform it. He informed Council he brought his RV tonight to demonstrate it sits within all boundaries of any parking spot in America and has a foot on either side including the Fire Lane. He stated his RV is tall. He does not comply with the revised proposed ordinance 30 feet from the curb. Normally parked he is 22 feet from the curb. If he runs the RV right up to the Garage door he will still be 6 feet out of compliance. However, all he needs to do is cut a crate myrtle down which is ornamental and beautiful and he could park sideways in his drive way and be in compliance but it would make everyone unhappy and does not look good.

Wayne Couch, 1811 Roosevelt Court, he also would like to speak to Section 12.05.002 Parking on Private Property. He was here when Mark pulled in tonight and it is shorter than the F250 Crew Cab parked in the parking lot. He pulled up the agenda and minutes from the May 12<sup>th</sup> meeting and is not sure where Council is headed from there so he will address what City Staff presented at that time. When talking about trailers and RV's less than 25 feet in length and the proposal states they cannot be closer than 30 feet from the curb line or street, he believes this will cut a lot of people out of compliance unless they can get them sideways in the drive way. He feels they will have trouble accommodating the 30 feet restriction. He would rather not see any restrictions on any one less than 25 feet in the drive. He does not know if Council will be able to achieve that and if not he would like to see less than 30 feet required. Hopefully, the residents will get some vehicles in front but he realizes that Council can throw that out before it is all over with. The loading time proposal is flat generous as he reads this it is 2 - 72 hour periods within a two week time. While this will accommodate a lot of people, he sees an issue with weekend fisherman and weekend campers. When he was going hard every weekend and his boat was in storage he had to bring it home Thursday night get it ready by charging the batteries, etc and then get it loaded so that it was ready to go when he got home Friday night. He would fish for two days get back around 8 or 9 or 10 o'clock on Sunday night and unload. The first issue is people do not feel like unloading it at 10 o'clock at night. The second issue is the storage place he used to store his boat closes at 10 o'clock. He could not get the boat back into storage on Sunday night and it sat there all day Monday. The next week he would repeat and this is already two periods. He is not saying throw the 72 hours out but make an either/or situation to 2-36 hour periods. The Mayor thanked him for his comments.

**APPROVAL OF CONSENT AGENDA ITEMS**

Councilmember Surratt made a motion to approve the Consent Agenda items 1, 2, 3, and 4 as discussed in our work session. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nayes: None

Abstention: None

Mayor Paradise declared the vote passed unanimously.

#### **CONTINUATION OF ITEM 5 ABOVE**

The Mayor announce Council will pick up where they left off on the budget ordinance on their discussion before getting to the actual direction. Ms. Carmona began on page two of her notes beginning with Fire Prevention and Inspection discussing each line item and explained all necessary changes to the General Fund and the Water Fund; such as accounts that needed to be created to give an accurate view of where money was spent and accounts that need to be consolidated under the same line item across the departments.

Ms. Arrington read the caption of the ordinance. Council clarified the net effect of the budget changes and the amount of the budget adjustments at the end of Fiscal Year 2013. There was discussion on budget amendments throughout the year as the budget amounts for the line items change. Ms. Carmona will post the changes online and will provide Council with proposed numbers for the end of the year.

Mayor Pro-Tem Brewster made a motion to approve Ordinance Number 14-740 an ordinance of the Town of Pantego authorizing amendments to the adopted Budget for Fiscal Year 2013/2014 and declaring an effective date. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None

Abstention: None

Mayor Paradise declared the vote passed unanimously.

#### **RESOLUTION**

**6. Discuss, direct, and consider action on a Resolution of The Town of Pantego Authorizing the Abandonment of a Fire Lane Easement at Pantego Christian Academy, 2221 W. Park Row Drive, Lot 2R, Block 1 of the Duke Addition; Providing for an Effective Date.**

Mr. Joyce reminded Council when the plan development went through for the Pantego Christian Academy there was a fire lane easement that ran along close to the boundaries between Arlington and Pantego. The fire lane was originally included because Arlington required it for some temporary buildings installed for classrooms. Now that they have removed the accessory buildings the City of Arlington no longer has the requirement. This does not fit in their plans for the parking lot and they have requested to abandon it. Even though Arlington is the one that required it since they are in Pantego it is up to us to allow the abandonment. This information is a Resolution that was done up by Jim Jeffrey and paperwork that was done up by the City Engineer to abandon the fire lane. Council inquired if PCA is getting ready to build on it. Mr. Joyce stated the Town would like them to abandon the easement to eliminate the drive approach when the Park Row project takes place. There was discussion on the property ownership once abandoned. Mr. Joyce state the land is already owned by PCA. Council directed staff to obtain something in writing stating Arlington has released the requirement for the easement and inquired if the City Attorney has reviewed the documents.

Councilmember Surratt made a motion to table the Agenda Item relative to the abandonment of a fire lane in the easement of PCA until the next Council meeting on June 23, 2014. Councilmember Adair seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None

Abstention: None

Mayor Paradise declared the vote passed unanimously.

**7. Discuss, direct, and consider action on a Resolution Authorizing the City Manager to enter into an Interlocal Agreement with Tarrant County for Street Repair and Maintenance.**

Mr. Fielder informed Council the current year's budget allows for the improvement of three streets, Wagon Wheel, Dickerson, and Sarah. He has met with Tarrant County and they are proposing an Interlocal Agreement where they provide the equipment and personnel and the Town provides the materials to perform an asphalt over lay. The actual cost is less than what was budgeted. If Council approves this it will go to the Commissioners Court for approval then they will schedule the work.

Elizabeth Hoffer, 2807 Sarah Dr., informed Council they have been suffering with a problem and they understand the street needs improvements. She has emailed Council pictures of the problem with drainage. The overlay will not deal with the drainage issue. They flood, the street floods, the retention pond shoots the water straight down Sarah Drive. In May they had an inch of rain and their property flooded. After the Melbourne addition was built all the concrete is forcing the water from Melbourne into the retention pond and then straight out shooting down Sarah Drive. They have been catching catfish in their gutters with this flooding. They understand when the contractor started this addition the infrastructure was not going to handle the waste water it could not handle the wastewater but it was too expensive to correct the infrastructure. Now all of a sudden we have all this drainage and no place for it to go. We think the street needs to be repaired but we need to put in underground water movement, drainage, that would make it a little better than having all the water come down the street. The backyard was in two feet of water against the back door due to the runoff from the Melbourne addition. We would like to see concrete like they have up on Melbourne. The intersection of Roosevelt and Sarah is frequently underwater and there is one patch that has concrete that has held the problem but with one good rain it will fail. I am listening to the budget issues and feel if we do a job right we only have to do it once. She has pictures of the home over the last ten years showing the drainage issues. She informed Council she has not had this problem in 30 years until the addition was built. There was some clarification of where she lives. She believes if this is done right the first time the Town will not have to continue to overlay each year.

Council asked if this issue could be tied into the street improvements or will it tear up the new improvement. Mr. Fielder informed the Council the work by Tarrant County is not on a strict timeline. His recommendation is to postpone the work on Sarah giving time for the engineer to look at the costs associated with the repairs. The cost of underground drainage would require a bond package. Council discussed the overall street priority list and the large engineering study on the age of the infrastructure that was done a few years ago. The purpose of the study was to allow the Town to look at the entire picture to keep from overlaying a road on top of an old pipe that could bust and to fix them both at the same time. Council asked if staff knew where this punch list for street priorities is and stated they believe there are streets with worse issues than Sarah. Mr. Joyce stated he has only found one list that includes these three roads plus Mistletoe Lane and Pearce. Council would like to make sure this is the right order for the streets and if any of these streets have pipes that need to be repaired first. They would like to revisit the engineering report and street maintenance schedule before approving this Resolution. Ms Arrington was directed to search records and find the old Council packets with this information. Council would like a projected budget for next year stating which streets would be repaired and any seal coat projects. Council asked if the pavement on Wagon Wheel will be removed and taken down to a new base or just an overlay. They are concerned about the condition of the land under Wagon Wheel due to the water leak a few weeks ago. Mr. Joyce stated the scope of work is stabilizing and upgrade of ten inches so they will remove it to ten inches. There was discussion on maintaining access for residents and requested the requirements of staging and specifics on the County to be included in the Agreement. There was discussion on inspections and quality

control. It was explained the material testing is part of the engineering service and included in the cost. There was discussion and direction to assess the infrastructure, revisit the water study and street prepared guideline list, review the engineering report and the Wagon Wheel report, review the infrastructure fee and everything related to it, assess any drainage issues and the condition of the storm lines, and review options for financing.

**NEW BUSINESS FOR DISCUSSION, REVIEW, APPROVAL AND / OR DIRECT STAFF**

**8. Discuss, direct, and consider action on a request asking the Town Council to waive a Special Use Permit Fee for Dr. Jeckyll's Beer Lab in regards to a previous Special Use Permit.**

Pat Myers, 10 Country Club Court and owner of Dr. Jeckyll's, reminded Council he applied for a Special Use Permit a year and a half ago and paid for it. TABC would not allow him to move forward because they have a stipulation you cannot be a liquor store owner and own a craft to go operation. Now TABC has stated he can let his daughter own Dr. Jeckyll's. This opened up a path of opportunity. He is here to request the Town Council to waive the fee for the special Use Permit. Mr. Fielder has nothing to add and informed Council the staff has no discretion on this and it is up to Council. Mayor Paradise informed Council over the past few years they have used their discretion on a case by case basis to waive certain SUP fees for one reason or another. No other discussion was had.

Councilmember Funderlic made a motion to waive the Special Use Permit Fee for Dr. Jeckyll's Beer Lab. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None.

Mayor Paradise declared the cote passed unanimously.

**9. Discuss, direct, and consider action on a Proposal from Mark Joeckel for the Administration of the Town's Social Media pages.**

Mr. Joeckel introduced himself, discussed his success with Arlington Proud, and presented the Council with an inventory of the Town's social media pages and websites. He showed Council the results of several Google Search pages on random areas of interest for typical searches and businesses around town. There was discussion on the importance of the results to online searches and the affect it has on the Town's goals. He gave his recommendations for services for online optimization, social media pages, and the Economic Development Corporation; such as a Google Search Ad Words Campaign and linking all websites to each other. There was discussion on the Brand for Pantego and a consistent look for all pages and websites using the same banners etc. There are several options for the costs; such as seasonal, special events, specific goals, or all in one allowing Council the opportunity to spread the money around and get the best value. His recommendation of the Social media is adding a Linked-In page, a blog, Google Plus, Facebook, and Twitter. There was discussion on creating a Pantego Chamber of Commerce and the benefits that would come with it. Council inquired about the costs. Mr. Joeckel explained to launch and run the day-to-day and everything proposed is \$4,000 a month, the Social Media and the Google Ad Words would be \$2,000 a month, the websites are \$2,500 each site. The Social Media to create new sites and the daily work of all three sites is \$2,000 a month. A breakdown of cost will be emailed to Ms. Arrington.

The Mayor requested this proposal to be presented to PEDC. Council would like to wait and let PEDC and Council jointly discuss this item. Council inquired about requests for proposals. Council believes there should be discussions regarding the satisfaction of the current PEDC

Consultant, the ability of staff to keep the websites and social media pages current, and to hold a work session with PEDC to discuss the division of expenses. According to the Mayor, Mundo and Associates do not perform marketing efforts and the Town is inefficient in marketing. Mr. Fielder reminded Council this item was discussed previously and it was decided to have a joint session with PEDC after the budget. Staff was directed to hold a joint work session with PEDC and then put this out for an RFP. Mr. Joeckel stated they can renegotiate and evaluated after every three to six months.

**OLD BUSINESS FOR DISCUSSION, REVIEW, APPROVAL AND / OR DIRECT STAFF**

**10. Discuss, direct, and consider action on an update from the City Manager regarding PantegoFest 2014.**

Mr. Fielder presented Council with several options for stage rentals, different itineraries of bands for PantegoFest, and several options for the Kids Zone. Council discussed differences in the stages, the stage estimates, and references obtained from Flair Events.

Councilmember Surratt made a motion to approve Big D Rentals and Darren Wakely as recommended by the PantegoFest planner in the amount of \$6,815.44 for the audio visual stage equipment. Councilmember Adair seconded the motion.

The Vote was as Follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None

Mayor Paradise declared the motion passed unanimously.

Council inquired about a meeting with PCA and the outcome. Mr. Fielder stated they have received approval for the use of their parking lot and have received several commitments from the schools programs.

Mr. Fielder explained there are several band options to consider for each day of the festival and the contracts will be presented at the next meeting. Council discussed their preferences and their preferred order of the music mixing and matching the options. La Freak is already contracted as the headliner for Friday night. Mr. Myers offered to call several of the bands he knows personally and negotiate the prices. The bands chosen for Saturday are Escape, BeBe Le Strange, Texas Flood, AC/DC Tribute, Shroomville, Bad Moon Rising, and Brick in the Wall. Friday will be La Freak and Local Band. Council would like to have Spoon-fed Tribe perform. Sunday will be Soul Sacrifice and Me & My Monkey. Mr. Myers was directed to speak with April Coltharp with Flair events and negotiate the price for the bands.

There was discussion on children's activities and bounce houses. There are three ways Council can organize the children's activities; tickets for each ride, fence it off and use a wrist band, or a combination. Mr. Fielder recommends the wrist band. Mr. Fielder explained Flair Events reviewed the entertainment options and inflatables will remain for the entire festival. They looked into pony rides but feel the ponies may have issues with the loud music, a petting zoo, game trucks, wondering performers, and a photo booth. There was discussion on the Inflatable companies, their options, and requirements. Council discussed the many options available for the inflatable's and directed staff to make sure the staffing from the contractor is outlined in the contract. Council does not want the petting zoo or pony rides due to the mess. Council likes the game truck, inflatables, and a roaming magician. The recommendation from Flair Events is the Air Jump, a game truck all day Saturday, and a roaming entertainer all day Saturday giving a budget of \$7,700. Council would like the Texas Jump instead of the Air Jump and discussed their choices of the inflatables to order. Council will decide at the next Council meeting on the interactives. They have eliminated the Bungee Run and the Bull Riding. They would like an

Town Council Minutes  
June 9, 2014

estimate on the Rock Wall. Council decided on the Polar Bear slide and the open inflatable for the elementary age children.

Mayor Paradise cancelled the Executive Session declaring there are not any updates to discuss on this item.

SCHEDULED EXECUTIVE SESSION ITEMS

- The Council will convene in the City Manager's Office pursuant to the Texas Government Code for an executive session on the following items:
  1. Pursuant to Government Code Section 551.071 Litigation Matters, to discuss pending or contemplating litigation, settlement offers, and other legal matters that implicates the attorney-client privilege – Van Hoosier

COUNCIL INQUIRY

Councilmember Surratt inquired about the public information request on water consumption and requested an excused absence for the next Council meeting.

Councilmember Barrett informed Council she will be absent on July 28<sup>th</sup>.

Mayor Pro-Tem Brewster inquired about having the Westbury Square property cleaned up. Mr. Joyce stated he will speak to the property owners.

ADJOURNMENT

Mayor Paradise adjourned the regular session at 11:31 p.m.

APPROVED:

\_\_\_\_\_  
Melody Paradise, Mayor

ATTEST:

\_\_\_\_\_  
Julie Arrington, City Secretary

STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Pantego Economic Development Corporation of the Town of Pantego, Texas, met in regular session at 7:00 p.m. in the Council Chamber, 1614 South Bowen Road, Pantego, on the 28<sup>th</sup> day of May 2014 with the following members present:

Bill Brown	President
Fred Adair	Secretary
Arsalan Gittiban	Treasurer
Danny Lakey	Director
Don Surratt	Director

**Absent:**

Paul Mayo	Vice President
Barbara Rogers	Director

**Constituting a quorum. Staff present was:**

Matt Fielder	City Manager
Julie Arrington	City Secretary
Ariel Carmona	Finance Director
Chad Joyce	Community Development Director

**Also in attendance:**

Pam Mundo	Economic Development Coordinator
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**REGULAR SESSION 7:00 P.M.**  
**CALL TO ORDER AND GENERAL COMMENTS**

President Brown called the meeting to order at 7:00 p.m.

**INVOCATION**

Director Lakey led the invocation which was followed by the Pledge of Allegiance.

**PRESIDENT'S COMMENTS**

President Brown inquired about the Memorial Day event and heard the opinions of the Board Members who attended. The consensus was positive and everyone enjoyed the event.

**PEDC MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST**

None.

**REGULAR BUSINESS**

**1. Executive Director Report**

Mr. Fielder informed the Board there was nothing to report at this time.

**2. Approval of PEDC Minutes**

- **May 14, 2014, 2014**

There was a correction to the spelling of Vice President Mayo's name.

Director Surratt made a motion to approve the minutes for May 14, 2014 with the correction as discussed. Director Lakey seconded the motion.

The vote was as follows:

Ayes: Surratt, Adair, Lakey, Brown, and Gittiban

Nays: None

Abstention: None

President Brown declared the motion passed unanimously.

**3. Summary of Revenues and Expenditures**

- **May 28, 2014**

Mr. Fielder informed the Board this item is the reimbursement for the Anything Goes sign at 50% of the cost as discussed in their agreement.

Director Lakey made a motion to approve the financials as presented. Director Surratt seconded the motion.

The vote was as follows:

Ayes: Surratt, Adair, Lakey, Brown, and Gittiban

Nays: None

Abstention: None

President Brown declared the motion passed unanimously.

**CITIZEN'S OPEN FORUM**

None at this time.

**DISCUSS, REVIEW AND CONSIDER ANY ACTION AND/OR DIRECT STAFF ON THE FOLLOWING ITEMS OF BUSINESS**

**4. Discuss and direct staff on an update from April Coltharp with Flair Events regarding PantegoFest 2014.**

Ms. Coltharp informed the Board the date has been set for PantegoFest and will take place September 26<sup>th</sup>, 27<sup>th</sup>, and 28<sup>th</sup> located in the Park Row West Shopping Center. They will not close Park Row Dr. Set up will begin Friday afternoon. The opening ceremonies will be at 6:00 p.m. on Friday. The event hours will be Friday from 6:00 p.m. to 11:00 p.m., Saturday from 9:00 a.m. to 11:00 p.m., and Sunday from 12:00 p.m. to 6:00 pm. The 5K and Fun Run are scheduled for 8:00 a.m. on Saturday starting at the Arch on Park Row in the PCA parking lot. There will be night and day live entertainment and fine arts involving local schools.

Mr. Fielder explained they have reached the planning phase to start incorporating the businesses and tying Shop Pantego into the event. They discussed a large tent for the smaller business that cannot maintain day-to-day operations and be a part of PantegoFest where the owners can come and sit for a couple of hours at a time serving as ambassadors to the businesses and distributing information regarding their business. The idea is to get the word out by encompassing Shop Pantego and this would give opportunity to promote Shop Pantego to businesses outside of

Pantego. There was discussion on purchasing a monitor and uploading information from a USB memory stick that can loop during the festival to promote the businesses from the Shop Pantego website. There was discussion on the size of the tent, the use of the banners PEDC already have, and the strategic plan of how to make this work best. There was discussion on the purchase of a shopping bag for the visitors, the charge for advertising spots on the bag, and the size of the bag, the overall cost of the bags, the type of bag to be used, and the feasibility of the shopping bag. The Board decided there would be more discussion on this subject once there are more details and costs estimates to review.

**5. Discuss, direct, and consider action on the Arch Lighting project.**

Mr. Joyce informed the Board the contractor could not make the meeting tonight. The quote given to the Board is the latest quote from Bean Electrical. The Representative from Bean Electrical informed Mr. Joyce he has looked at something similar to the pods the Board liked with the same brightness, but will allow the change of colors in a more cost effective manner. He expects to be at the next meeting to discuss this with the Board. Mr. Joyce has spoken to the original contractor and is expecting a quote with installation and a quote without installation. Mr. Joyce explained they work with a different company for installations. There was discussion on the brightness of the tape instead of the pods. The Board feels the amount of the Bean Electrical estimate is too expensive. There was discussion on the ability for some businesses to shut down the road for installation and the regulations regarding red and/or green lights on the street as people top the hill. There was discussion on the increased cost of the estimate involving the cost of the additional electrical lines due to the multi-color controllers versus the constant white lights plus additional conduits and the quantity drivers for the system.

**6. Discuss and direct staff on an update of the Spring Promotional Event Shoppers Card.**

Ms. Arrington informed the Board there have been four cards received and each of them has drawn for a prize. The front office has been made aware the citizens who turn in a card will draw at that time. Notices of the extension have been placed on the Town and PEDC Facebook pages and on the websites. There was discussion on speaking with the businesses and obtaining permission to carry the left over gift certificates to PantegoFest. The board suggested a spinning wheel for the PEDC Booth for prizes. There was discussion on extending the event to the middle of the first week of June since the last day of May is a Saturday. There was discussion of raffle tickets and drawing every hour instead of a spinning wheel.

**PEDC MEMBER INQUIRY**

President Brown inquired if Mr. Joyce has spoken to The Chop House. Mr. Joyce informed the Board he has not. Director Lakey informed the Board he has spoken to the Chop House and knows the owner is trying to decide what he is going to do with the location and assured the Board the owner does plan on doing something.

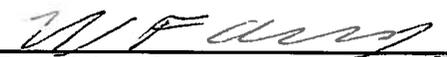
**ADJOURNMENT**

President Brown adjourned the regular session at 8:08 p.m.

**APPROVED:**

  
Bill Brown, President

**ATTEST:**

  
Fred Adair, Secretary



# AGENDA BACKGROUND

**AGENDA ITEM:** Public Hearing, discuss, direct, and consider action on an Ordinance Amending the Town of Pantego Municipal Code of Ordinances Chapter 4 – Business Regulations, Article 4.03 – Vendors & Solicitors, by Adding Provisions, Revising Provisions, Deleting Provisions, and Adding Prohibitions, Setting Penalties and Setting Fees; Containing a Savings Clause; Repealing all Ordinances in Conflict Herewith; and Declaring an Effective Date.

**DATE:** June 23, 2014

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**PRESENTER:** Thomas D. Griffith, Chief of Public Safety

**BACKGROUND:**

The Town's current ordinance was adopted on January 12, 1970 and does not adequately address the primary concerns about solicitors within the Town nor does it provide adequate remedy to handle potential problems.

On March 11, 2013 this ordinance was revisited by Council and during discussion, staff received input from Council on how to proceed with finalizing a draft. Staff has included those recommendations from Council as well as language recommended by our attorney. In October 2013 our attorney requested that we delay revision of the ordinance until he was able to obtain the outcome of litigation regarding a solicitation ordinance in another municipality.

The Chief of Public Safety and Town Attorney have co-drafted the attached ordinance, which is loosely based upon the current ordinance and strongly on the Colleyville ordinance. The proposed draft is ready for adoption provided that Council does not have any additional recommendations for change.

**FISCAL IMPACT**

Minimal. Revenue in the form of permit fees.

**RECOMMENDATION:**

Staff recommends approval of the ordinance.

**ATTACHMENTS:**

Memorandum from Thomas D. Griffith, Jr., Chief of Public Safety  
Draft Ordinance

Director's Review: _____ City Manager's Review: <u>MDF</u>
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**PANTEGO**  
**PUBLIC SAFETY**



**MEMO #: 000**

**To:** Matt Fielder, City Manager  
**From:** Chief Thomas Griffith  
**Subject:** Solicitor's Permit Ordinance  
**Release Date:** June 16, 2014  
**Effective:**

The Town's current ordinance was adopted on January 12, 1970 and does not adequately address the primary concerns about solicitors within the Town nor does it provide adequate remedy to handle potential problems. In March 2013 I began the process of revising the Town's ordinance regarding solicitations. During the process it became apparent that the existing ordinance needed a complete revision. The process included reviewing the ordinances of Mansfield, Arlington and Dalworthington Gardens.

After initially presenting a draft ordinance to Council in October 2013, our attorney requested that we delay further efforts on an ordinance development due to litigation that he was involved with pertaining to a solicitations ordinance in another municipality. Recently the way has been cleared for us to continue with our ordinance development.

At the May 14, 2014 Council meeting, staff received input from Council regarding their desires for completion of the ordinance. The attached ordinance includes Council's requests. I have also reviewed the draft and I am in agreement with its content. The proposed new draft includes input from the City of Colleyville's ordinance.

Staff is prepared to move forward with the development of applications and procedures for the permitting process as soon as adoption is finalized. I will present the developed process to you for review at the earliest opportunity. I recommend a moratorium be placed upon the issuance of permits until staff has had time to develop the permitting process including the detailed application and training of personnel.

**Summary**

The proposed revision addresses the primary concerns regarding solicitations including retail solicitations, time of day, solicitors in Town rights-of-way, refusal to leave premises, the permitting process and fees for permits. I recommend passage of the ordinance as proposed. The presented draft was compiled by our attorney Jim Jeffrey and is based upon both his and my recommendations and the recommendations of Council.

**ORDINANCE NO. 14-741**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES, TOWN OF PANTEGO, TEXAS CHAPTER 4 – BUSINESS REGULATIONS, ARTICLE 4.03 – VENDORS & SOLICITORS, BY ADDING PROVISIONS, REVISING PROVISIONS, DELETING PROVISIONS, ADDING PROHIBITIONS, SETTING PENALTIES AND SETTING FEES; CONTAINING A SAVINGS CLAUSE; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Pantego, Texas is a Type A General Law municipality located in Tarrant County, Texas, created in accordance with provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas;

**WHEREAS**, the Town Council is empowered under the Texas Local Government Code to adopt ordinances and rules for the orderly and beneficial operation of City government and the welfare of the citizens of Pantego;

**WHEREAS**, the Chief of Public Safety has reported to the Town Council that solicitors have recently become a matter of great concern, in particular in or near roadways and rights of way. Police Officers and citizens have seen and reported and made complaints about solicitors entering roadways and rights of way to carry out solicitation, and such actions have created dangers to the solicitors and to the public users of roadways and rights of way, and have led to potentially dangerous obstruction or distractions to the motoring public. Reports in the media have indicated that in the larger community outside Pantego, including the City of Arlington, similar problems have taken place.

**WHEREAS**, reports in the media have indicated that in the larger community outside Pantego, solicitors can become a matter of concern for reasons including the intrusion of uninvited and unwelcome solicitors upon the privacy of persons at their residences at times of day that are inconvenient due at least in part to such solicitations occurring during darkness.

**WHEREAS**, the Council has determined that revisions and updating of the Town Code provisions addressing solicitation is warranted, and that the revisions set forth herein are a reasonable exercise of the Town's police powers, balancing of the rights of solicitors, the rights of residents of the Town and the interests of the Town in protecting and promoting public safety.

**WHEREAS**, presentation of this ordinance at a meeting preceding the meeting at which the ordinance is enacted places an undue burden in administrative time and expense to the Town, and as reflected by the vote of two-thirds of the Councilmembers present, the requirements of Section 1.03.035(b) are hereby waived.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS:**

**SECTION 1.**

**Code of Ordinances, Town of Pantego, Texas, Chapter 4 – Business Regulations, Article 4.03 – Vendors & Solicitors, Division 1- Generally, Section 4.03.001 – Purpose and Intent, is hereby amended to provide as follows:**

**Sec. 4.03.001 Purpose and intent**

This entire article is and shall be deemed to be an exercise of the police power of the state and of the Town for the public safety, comfort, convenience, and protection of the Town and health, life and property of its citizens, and each provision contained herein shall be construed for the accomplishment of that purpose. The findings of the Town Council in the preamble to this ordinance are hereby incorporated herein as follows:

The Chief of Public Safety has reported to the Town Council that solicitors have recently become a matter of great concern, in particular in or near roadways and rights of way. Police Officers and citizens have seen and reported and made complaints about solicitors entering roadways and rights of way to carry out solicitation, and such actions have created dangers to the solicitors and to the public users of roadways and rights of way, and have led to potentially dangerous obstruction or distractions to the motoring public. Reports in the media have indicated that in the larger community outside Pantego, including the City of Arlington, similar problems have taken place.

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The Council has determined that revisions and updating of the Town Code provisions addressing solicitation is warranted, and that the revisions set forth herein are a reasonable exercise of the Town's police powers, balancing of the rights of solicitors, the rights of residents of the Town and the interests of the Town in protecting and promoting public safety.

## **SECTION 2.**

**Code of Ordinances, Town of Pantego, Texas, Chapter 4 – Business Regulations, Article 4.03 – Vendors & Solicitors, , Division 1- Generally, is hereby amended to delete the existing Section 4.03.002 – Penalty, and replace that section with a new Section 4.03.002 – Definitions, to add the following definitions:**

**Charitable purpose** shall mean philanthropic, religious, or other nonprofit objectives, including the benefit of poor, needy, sick, refugee, or handicapped persons; the benefit of any church or religious society, sect, group, or order; the benefit of a patriotic or veterans' association or organization; the benefit of any fraternal, social, or civic organization, or the benefit of any educational institution. "Charitable purpose" shall not be construed to include any direct benefit to the individual making the home solicitation, to include the benefit of any political group, or political organization, which is subject to financial disclosure under state or federal law.

**Commercial home solicitation or soliciting** means the solicitation at a residence through the attempt or act of asking, bartering, or communicating in any manner for the purpose of selling or offering to sell goods, services, or realty for a for-profit purpose, which includes promoting, advertising, receiving or obtaining money, gifts or items of value for said individual or group of individuals, or for-profit organization, club, company, corporation.

**Commercial home distribution or distribute** means the door-to-door distribution or distribution in a public place of advertisements or handbills (other than through the United States mail).

**Dusk** means thirty (30) minutes after sunset.

**Handbill** means and includes any printed or written matter, any sample or device, circular,

leaflet, pamphlet, paper, booklet, or any other printed or otherwise reproduced original, or copies of any matter or literature.

**Handbill distributor** means and includes any person engaging or engaged in the business for hire or gain of distributing handbills, other than newspapers distributed to subscribers thereof, and any person receiving compensation directly or indirectly for the distribution of such handbills.

**Handbill sponsor** means and includes any person, firm, or corporation who utilizes handbills as a medium of advertising or spreading a message.

**Merchandise:** Is used in its broadest sense and shall include property of every kind.

**Minor:** An individual under 18 years of age.

**Public right-of-way** for the purposes of this ordinance shall mean a legally established area or strip of land, either public or private, on which an irrevocable rite of passage has been recorded, and which is occupied, or intended to be occupied, by a street, sidewalk, utility service, water main, sanitary or storm sewer main, or other similar use. Right-of-way also includes the traveled portion of the roadway and all traffic medians.

**Solicitation or soliciting** means the solicitation at a residence or in a public place through the attempt or act of asking, bartering, or communicating in any manner for the purpose of selling or offering to sell goods, services, or realty for any purpose, which includes promoting, advertising, receiving or obtaining money, gifts or items of value for said individual or group of individuals, or organization, club, company, corporation.

**Services:** Is used in its broadest sense and shall include any work done for the benefit of another person.

### SECTION 3.

**Code of Ordinances, Town of Pantego, Texas, Chapter 4 – Business Regulations, Article 4.03 – Vendors & Solicitors, , Division 1- Generally, is hereby amended to delete the entirety of existing Sections 4.03.003 – License Officer and 4.03.004 – Misrepresentation.**

### SECTION 4.

**Code of Ordinances, Town of Pantego, Texas, Chapter 4 – Business Regulations, Article 4.03 – Vendors & Solicitors, , Division 1- Generally, is hereby amended to add new Sections 4.03.003 - Entry of solicitor or handbill distributor without invitation or without permit, 4.03.004 - Exemptions to permitting requirements, 4.03.005 - Refusal to leave upon request, 4.03.006 - Days and times for soliciting or distributing at a private residence and 4.03.007 - Penalty, such newly added Sections shall provide as follows:**

**Sec. 4.03.003 Entry of solicitor or handbill distributor without invitation or without permit**

- (a) It shall be unlawful for any solicitor, salesman, peddler, vendor, merchant, of any sort to go in or upon the premises of a private residence in the town for the purpose of engaging in commercial home soliciting, commercial home distribution, soliciting, peddling, selling, or merchandising of any type of goods, wares, merchandise, personal property, real property, or services unless the person shall have permission of the owner to enter the premises or has first obtained a permit.
- (b) It shall be unlawful for any handbill distributor of any sort to go in or upon the premises of a private residence in the town for the purpose of soliciting, peddling, selling, merchandising, or distributing handbills of any type pertaining to goods, wares, merchandise, personal property, real property, or services unless the person shall have permission of the owner to enter the premises or has first obtained a permit.

**Sec. 4.03.004 Exemptions to permitting requirements**

(a) The provisions of this article shall not be applicable to salespersons calling upon or dealing with manufacturers, wholesalers, distributors, brokers, or retailers at their places of business, and in the usual course of their business, nor shall they be applicable to sales made under authority and by order of law.

(b) The following shall be exempt from the permitting requirements of this article:

1. charitable purpose.
2. Religious organizations exclusively for the distribution of literature and other items for the purpose of proselytizing, provided that no fees are charged, and no donations are solicited;
3. Anonymous political speech;
4. The provisions of this ordinance shall not apply to sales made under authority and by order of law, nor to persons, or their authorized representatives, who have previously established with the owners or occupants of such private residences or property a regular business, trade, service, or other contractual relationship;
5. Any operation, which is exempted by state or federal statute from this ordinance, is exempt only to the extent of such applicable exemption;

(c) Any person claiming to be legally exempt from the provisions of this ordinance, including the payment of the permit, or investigation fee, shall make such a claim in writing to the chief of police, citing the applicable statute or authority, and providing proof of its applicability. An organization may file such a statement on behalf of persons engaged in exempt activities on behalf of the organization, reasonably identifying all such persons who

are adults, or reasonably describing a manner in which such persons may be recognized as engaging in such exempt activities on behalf of the organization.

**Sec. 4.03.005 Refusal to leave upon request**

It shall be unlawful for any solicitor, salesman, peddler, vendor, merchant or transient engaged in any of the activities named in section 4.03.003 hereof to refuse willfully to leave the premises after the owner, occupant or his/her agent has requested such person to leave.

**Sec. 4.03.006 Days and times for soliciting or distributing at a private residence**

It shall be unlawful to solicit, peddle, or distribute or engage in activity described in Section 4.03.03 on residential property prior to 9:00 a.m. or after dusk of any day Monday through Saturday, or any time on Sunday or any other federally designated holiday. This section shall not apply to a visit to the premises as a result of a request or invitation made by the occupant, invitation of the owner of the property, or a person residing on the premises.

**Sec. 4.03.007 Penalty**

The violation of any provision of this article shall constitute an offense, and upon conviction the fine shall not exceed five hundred and no/100 dollars (\$500.00). Each day that the condition herein prohibited may continue to exist shall constitute a separate offense. (Article 1.01.009 General penalty for violations of code; continuing violations).

**SECTION 5.**

**Code of Ordinances, Town of Pantego, Texas, Chapter 4 – Business Regulations, Article 4.03 – Vendors & Solicitors, Division 2- Permit, is hereby amended to delete the entirety of existing Sections 4.03.041 - Required; exceptions, 4.03.042 - Administrative regulations; application, 4.03.043 - Form and contents, 4.03.044 - Revocation, Sec. 4.03.045 – Appeals.**

**SECTION 6.**

**Code of Ordinances, Town of Pantego, Texas, Chapter 4 – Business Regulations, Article 4.03 – Vendors & Solicitors, Division 2 - Permit, is hereby amended to add new Sections 4.03.021 - Application for permit, 4.03.022 - Fees and charges, 4.03.023 - Issuance, 4.03.024 - Form and contents, 4.03.025 - Display and 4.03.026 -Transfer, such newly added Sections shall provide as follows:**

**Division 2. Permit**

**Sec. 4.03.021 Application for permit**

Any person desiring to engage in any of the activities named in section 4.03.003 hereof shall file a written application with the Chief of Police, verified by affidavit as to the truthfulness of its contents, and containing the following information:

- (a) Names, residence and post office addresses, and telephone number of the applicant, and, if the applicant is not a permanent resident of the city, the applicant's permanent residence and post office addresses, and telephone number. If the applicant is a handbill distributor, then the handbill sponsor shall be fully identified in the permit application by providing the information specified in subparts a through l inclusive of this section for the handbill sponsor.
- (b) A specific description of the occupation in which the applicant desires to engage and for which the permit is desired.
- (c) A full and complete description of the merchandise or services which the applicant desires to sell or merchandise or market.
- (d) Whether the applicant, upon any sale or order, shall demand, accept, or receive payment or deposit of money in advance of final delivery or rendition of the merchandise or services sold.
- (e) The source of supply, location and proposed method of delivery of the merchandise or services to be sold.
- (f) Whether or not the applicant has engaged in any of the activities named in section 4.03.003 in other communities and, if so, the names of the last three such communities and the dates of the applicant's activities in such communities.
- (g) If the applicant is an individual, the applicant's age, sex, height, weight, complexion, color of hair, color of eyes and fingerprints.
- (h) If the applicant is an individual, a full and complete statement of the applicant's criminal record, if any, including a detailed account of all arrests (whether convicted or not), offenses committed, convictions, sentences received, time served, paroles or pardons received, and the date, place, and jurisdiction relating to each such item.
- (i) If the applicant is an individual, there shall be attached to the application a recent photographic likeness of the applicant, which reasonably depicts the current appearance of the applicant.
- (j) If the applicant is an agent of another, the name, address, and telephone number of the applicant's principal, and credentials which were issued by the principal to the applicant and which set forth the extent of the applicant's authority to act for and bind the principal shall be attached to the application.
- (k) If the applicant is a partnership, association, or joint venture, the full names, addresses and telephone numbers of all partners, associates, or joint ventures.
- (l) If the applicant is a corporation, the state of incorporation, the principal place of business, the names, addresses and telephone numbers of its officers, and, if a foreign corporation, whether it has a permit to do business in the State of Texas.

(m) An organization may submit an application on behalf of its agents or employees or contractors or other persons who will be engaged in activities as described in Section 4.03.003 on behalf of the organization. In that event, the application shall provide identifying information for each individual who will engage in such activities on behalf of the organization as set forth in subparts a, f, g, h and i of this section 4.03.021.

#### **Sec. 4.03.022 Fees and charges**

- (a) At the same time the application is filed with the Chief of Police, the applicant shall pay to the town a fee in the sum of \$10, as prescribed in the fee schedule of this code, which fee shall be compensation to the town for the services herein required of it and to enable the town to partially defray the expenses of investigation, surveillance, and the enforcement of the provisions of this article. If the applicant is a corporation, partnership, association, joint venture or individual having more than one agent engaging in any of the activities named in Sec 4.03.003 of this article on behalf of the applicant, a fee of \$10 shall be charged for the first such agent and a fee of \$5 per agent shall be required for each agent of the applicant in excess of the first.
- (b) In addition to all permit fees, each applicant for any type of permit in this ordinance shall pay a non-refundable fee of \$15.00 to cover the cost of conducting a criminal background check on the applicant(s). It shall be the duty of the chief of police, or his designee, to investigate each applicant for a permit under this ordinance, before issuance of such a permit based on a review of the applicant's background.
- (c) The permit fees shall not be required of charitable solicitations, or individuals who file a statement with the Police Department indicating their indigent status.

#### **Sec. 4.03.023 Issuance**

Within ten days after an applicant has fully complied with the provisions of sections 4.03.021 and 4.03.022, the Chief of Police shall issue to the applicant a permit to engage in the activities named in section 4.03.003 for a period of one year from the date of issuance. Provided, however, no permit shall be issued to an applicant whose application contains one or more statements or answers which are incorrect or false in whole or in part, nor shall a permit be issued to any applicant who has been convicted of a crime involving moral turpitude, or violent crime, or crime against property, or crime involving trespass or burglary and who is under any court imposed supervision, probation, or parole for such conviction, or who is under a term of deferred adjudication for such a crime.

#### **Sec. 4.03.024 Form and contents**

Each permit issued hereunder shall be numbered and printed in black, except that the following shall be printed prominently thereon: "The issuance of this license is not an endorsement by the town, or any of its officers or employees, and expires "(Month & Day), (Year)."

#### **Sec. 4.03.025 Display**

When engaged in door-to-door selling, the permit required by this article shall be carried by the salesperson and shall upon request be submitted to any police officer or citizen for examination. Otherwise, such permit shall be prominently displayed upon the premises or place where the business authorized thereunder is being carried on or conducted.

#### **Sec. 4.03.026 Transfer**

The permit provided for in this article shall not be transferable, nor shall it give authority to anyone other than the permittee named thereon, to engage in the activities named in section 4.03.003 hereof.

### **SECTION 7.**

**Code of Ordinances, Town of Pantego, Texas, Chapter 4 – Business Regulations, Article 4.03 – Vendors & Solicitors is hereby amended to add a new Division 3 – Refusal, Suspension, Revocation and Appeals, which shall include newly added Sections 4.03.040 - Suspension & revocation of permit, 4.03.041 - Appeal of granting or refusal of permit and 4.03.042 - Appeal of suspension or revocation of permit, such newly added Division 3 and said Sections shall provide as follows:**

#### **Division 3. Refusal, Suspension, Revocation and Appeals**

#### **Sec. 4.03.040 Suspension & revocation of permit**

(a) The Chief of Police may suspend for a period not exceeding six months the permit of any holder who is convicted in the municipal court of a violation of any provision of this article. Suspension of any such permit, for whatever cause, shall automatically suspend the permit of all agents of such permittee. During the effective term of any such period of suspension it shall be unlawful for the holder to engage in any of the activities named in section 4.03.003 hereof.

(b) Any permit issued under the provisions of this article shall be subject to revocation upon the holder's conviction of a crime involving moral turpitude. The Police Chief may also revoke and cancel the permit of any holder who is convicted in the municipal court of two or more violations of any one or more provisions of this article within any twelve-month period, or whose agents are convicted in the municipal court of two or more violations of any one or more provisions of this article within any twelve-month period, and the Police Chief may provide that no permit shall thereafter be issued to such holder. Revocation of any permit, for whatever cause, shall automatically revoke the permit of all agents of such permittee.

(c) The Police Chief or his designee shall have full power to investigate and enforce compliance with this article. In conducting such investigations, the Police Chief or his designee shall have the authority to notify any soliciting person in the town to appear before him and make oath to any matter pertinent to such investigation, and the failure of any person so notified to appear or fail or refuse to make oath fully respecting any matter pertinent to the investigation shall constitute a violation of this article.

(d) Before suspension or revocation of any permit is effective, the Police Chief or his designee shall give the permittee twenty-four (24) hours' notice in writing that a hearing is to be conducted by the City Manager sitting as a hearing officer, and that at said hearing the City Manager shall ascertain the facts, and if any reason set forth for suspending or revoking the permit is found to exist, the permit shall be suspended or revoked.

**Sec. 4.03.041 Appeal of granting or refusal of permit**

Within 10 days from any act of the Police Chief or his designee granting or refusing any permit an appeal may be taken pursuant to Code of Ordinances Town of Pantego, Texas Article 1.08 Administrative Grievance Procedure.

**Sec. 4.03.042 Appeal of suspension or revocation of permit**

(a) Within 10 days of the effective date of the suspension or revocation of any permit an appeal may be taken to the Board of Development Appeals which shall sit as the appeal board pursuant to Code of Ordinances Town of Pantego, Texas Article 1.05 Division 4.

(b) Four members of the board shall constitute a quorum. In deciding an appeal, the affirmative votes of the majority present are required, but not less than three affirmative votes, shall be required. No board member shall act in a case in which he has a personal interest. The board shall in every case reach a decision without unreasonable or unnecessary delay.

(c) An appeal pursuant to this section 4.03.042 of the suspension or revocation of a permit stays the action appealed from unless the Police Chief certifies in writing to the board facts supporting the Police Chief's opinion that a stay would cause imminent peril to life or property. In that case, the suspension or revocation shall not be stayed except by a restraining order, which may be granted by the board or by a court after notice to the Police Chief if due cause is shown.

(d) Every decision of the board shall be final, subject, however, to such remedy as any aggrieved party might have at law or in equity. The decision shall be in writing and shall indicate the vote upon the decision. Every decision shall be promptly filed in the office of the City Secretary, and shall be open to the public for inspection. A certified copy of the decision shall be sent by mail or otherwise to the appellant and a copy shall be publicly posted in the office of the City Secretary for two weeks after the filing thereof.

**SECTION 8.**

**Code of Ordinances, Town of Pantego, Texas, Chapter 4 – Business Regulations, Article 4.03 – Vendors & Solicitors is hereby amended to add a new Division 4 – Soliciting or Distributing in rights of way or streets, which shall include newly added Sections 4.03.060 - Soliciting in roadway or public right-of-way and 4.03.061 - Soliciting by a town employee, such newly added Division 4 and said Sections shall provide as follows:**

**Division 4. Soliciting or Distributing in rights of way or streets**

**Sec. 4.03.060 Soliciting in roadway or public right-of-way**

- (a) A person may not stand in a roadway or public right-of-way to engage in soliciting or engage in handbill distributing or to solicit a ride, contribution, employment, or business from an occupant of a vehicle or from another pedestrian in the roadway.
- (b) A person may not stand on or near a highway or roadway or public right-of-way to solicit the watching or guarding of a vehicle parked or to be parked on the highway, roadway or public right-of-way.

**Sec. 4.03.061 Soliciting by a town employee**

(a) As required by Texas Transportation Code Section 552.0071, the town shall grant authorization for a person to stand in a roadway to solicit a charitable contribution if the persons to be engaged in the solicitation are employees or agents of the town, and the requirements of Texas Transportation Code Section 552.0071 as set forth below in subsection b of this section, are met by such a person.

(b) A person seeking authorization under this section shall file a written application with the local authority not later than the 11th day before the date the solicitation is to begin. The application must include:

(1) the date or dates and times when the solicitation is to occur;

(2) each location at which solicitation is to occur; and

(3) the number of solicitors to be involved in solicitation at each location.

(c) The applicant shall also furnish to the town advance proof of liability insurance in the amount of at least \$1 million to cover damages that may arise from the solicitation. The insurance must provide coverage against claims against the applicant and claims against the town.

(d) The town, by acting under Texas Transportation Code Section 552.0071 or this section, does not waive or limit any immunity from liability applicable under law to the town. The issuance of an authorization under this section and the conducting of the solicitation authorized is a governmental function of the town.

**SECTION 9.  
PROVISIONS CUMULATIVE**

**This ordinance shall be cumulative of all provisions of the ordinances of the Town of Pantego, Texas, as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such Ordinances, in which event the conflicting provisions of such Ordinances are hereby repealed.**

**SECTION 10.  
PROVISIONS SEVERABLE**

That it is hereby declared to be the intention of the Town Council that the sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared void, ineffective or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such voidness, ineffectiveness or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this ordinance, since the same would have been enacted by the Town Council without the incorporation herein of any such void, ineffective or unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 11.  
SAVINGS CLAUSE**

That all rights or remedies of the Town of Pantego, Texas, are expressly saved as to any and all violations that have accrued at the time of the effective date of this ordinance, involving the provisions of any earlier or previous ordinances concerning the subjects of this ordinance, that have already accrued at the time of the effective date of this ordinance; and as to such accrued violations, and all pending litigation, both civil or criminal, same shall not be affected by this ordinance but may be prosecuted until final disposition by the courts.

**SECTION 12.  
EFFECTIVE DATE**

This ordinance shall be in full force and effect from and after its passage and publication as provided by law, and it is so ordained.

**PASSED AND APPROVED AFTER WAIVER OF THE REQUIREMENTS OF TOWN CODE SECTION 1.03.035(b) THIS THE 23<sup>rd</sup> DAY OF JUNE 2014 BY A VOTE OF \_\_\_\_\_AYES, \_\_\_\_\_ NAYS, AND \_\_\_\_\_ABSTENTIONS, AT A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS.**

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Melody Paradise, Mayor

**ATTEST:**

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Julie Arrington, City Secretary

**APPROVED AS TO FORM:**

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Jim Jeffrey, City Attorney



# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, direct and consider action on a Resolution Authorizing the City Manager to enter into an Interlocal Agreement with the Tarrant County Tax Assessor for the Collection of the Town of Pantego Property Taxes; Providing for an Effective Date.

**DATE:** June 23, 2014

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**PRESENTER:** Ariel Carmona, Finance Director

**BACKGROUND:**

This is an Annual contract with the Tarrant County Tax Assessor for the collection of ad valorem taxes presented to the Town Council for review and approval.

**FISCAL IMPACT:**

Except for date revisions, this contract is identical to last year's contract = \$1.10 per account.

Estimated number of accounts for 2014 Tax Year = 9,632. Total collection cost = \$10,592.20; a \$423.80 increase in collection cost from the 2013 Tax Year.

Number of accounts in 2013 Tax Year = 9,244. Collection cost = \$10,168.40

**RECOMMENDATION:**

Approval of the resolution authorizing the City Manager to enter into a contract between the Town of Pantego and the Tarrant County Tax Assessor for the assessment and collection of ad valorem taxes.

**ATTACHMENTS:**

Resolution  
2014 Contract

City Manager's Review: MDF

**RESOLUTION NO. 14-09**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PANTEGO AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT WITH AND BETWEEN THE TARRANT COUNTY TAX ASSESSOR/COLLECTOR TO PROVIDE ASSESSMENT AND COLLECTION SERVICES OF AD VALOREM TAXES LEVIED BY THE TOWN; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** The Town of Pantego and Tarrant County mutually desire to enter into an Interlocal agreement to provide assessment and collection of services of Ad Valorem Taxes levied by the Town; and

**WHEREAS,** the Texas Government Code, Chapter 791, authorizes the formulation of Interlocal Cooperation Agreements between and among local governments; and

**WHEREAS,** Tarrant County and the Town of Pantego desire to enter into an Interlocal Agreement whereby the Tarrant County Tax Assessor will assess, bill, and collect the taxes due and owing on taxable property upon which the Town has imposed said taxes.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS THAT:**

**Section 1:** The Town Council hereby authorizes the City Manager to enter into the Interlocal Agreement with the Tarrant County Tax Assessor.

**Section 2:** The Tarrant County Tax Assessor/Collector shall perform the said services in the same manner and fashion as Tarrant County collects its own taxes due and owing on taxable property. The Services performed are as follows: receiving Certified Appraisal Rolls from the appropriate Appraisal District and monthly changes thereto; providing mortgage companies, property owners and tax representatives, tax roll and payment data; providing all necessary assessments of taxes and Truth in Taxation calculations as required; the transmittal of tax statements via the U.S. Mail or electronic transfer of data; and payment processing. All Town Disbursements will be made to the Town on the day the County Depository Bank indicates the mandatory assigned "float" period has elapsed and the funds are posted to the collected balance as outlined in the Contract.

**Section 3:** The Assessor/Collector will provide the Town with daily, weekly, monthly, and annual reports as outlined in the contract.

**Section 4:** In consideration of the services to be performed by the Assessor/Collector, compensation for the services rendered is a rate of one-dollar and ten cents (\$1.10) per account located within Tarrant County and two-dollars and sixty cents (\$2.60) per account located outside of Tarrant County as outlined in the contract.

**Section 5:** The Assessor/Collector will provide to the Town auditor necessary explanations of all reports and access to Assessor/Collector in-house tax system computer terminals to assist the Town Auditor.

**Section 6:** The Town will provide the Assessor/Collector, in writing, the Town's newly adopted tax rate and exemption schedule to be applied for assessing purposes by Friday, September 12, 2014.

**Section 7:** The Assessor/Collector will assess and collect the collection fee pursuant to Sections, 33.07, 33.08, 33.11, and 33.478 of the Property Tax Code, when allowed. The Assessor/Collector will collect attorney fees that are specified by the Town through written agreement with a delinquent collection Attorney.

**Section 8:** This resolution is effective immediately upon passage and shall continue in effect during the 2014 tax year as stated in the contract.

**PASSED AND APPROVED** this the 23<sup>rd</sup> day of June 2014, at a regular meeting of the Town Council of the Town of Pantego, Texas, by a vote of \_\_ ayes, \_\_ nays and \_\_ abstentions.

\_\_\_\_\_  
**Melody Paradise, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Julie Arrington, City Secretary**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Jim Jeffrey, City Attorney**

COUNTY OF TARRANT

§  
§

*Agreement For the Collection of Taxes*

Agreement made this \_\_\_\_ day of \_\_\_\_\_, 2014, by and between the Tarrant County Tax Assessor/Collector, hereinafter referred to as **ASSESSOR/COLLECTOR**, and Tarrant County, hereinafter referred to as the **COUNTY**, both of whom are addressed at 100 E. Weatherford Street, Fort Worth, Texas 76196-0301, and the Town of Pantego hereinafter referred to as **Town**, whose address is PO Box 13210, Pantego, TX 76094-0210.

**PURPOSE OF AGREEMENT**

The purpose of this Agreement is to state the terms and conditions under which the **ASSESSOR/COLLECTOR** will provide assessment and collection services of Ad Valorem taxes levied by the Town.

NOW THEREFORE, in consideration of the mutual promises herein contained, the parties hereto agree as follows:

**I.**

**SERVICES TO BE PERFORMED**

The **ASSESSOR/COLLECTOR** agrees to bill and collect the taxes due and owing on taxable property upon which the Town has imposed said taxes. The **ASSESSOR/COLLECTOR** shall perform the said services in the same manner and fashion as Tarrant County collects its own taxes due and owing on taxable property. The services performed are as follows: receiving the Certified Appraisal Roll from the appropriate Appraisal District and monthly changes thereto; providing mortgage companies, property owners and tax representatives, tax roll and payment data; providing all necessary assessments of taxes and Truth in Taxation calculations as required; the transmittal of tax statements via the U.S. Mail or electronic transfer of data; and payment processing. All Town disbursements, made by check or by electronic transfer (ACH), for collected tax accounts will be made to the Town on the day the **COUNTY** Depository Bank indicates the mandatory assigned "float" period has elapsed and the funds are posted to the collected balance. If any daily collection total is less than one hundred dollars (\$100.00), the disbursement may be withheld until the cumulative total of taxes collected for the Town equals at least one hundred dollars (\$100.00), or at the close of the month.

**II.**

**REPORTS**

The **ASSESSOR/COLLECTOR** will provide the Town the following reports, if requested:

Daily:	General Ledger Distribution Report
Weekly:	Detail Collection Report (Summary)
Monthly:	Tax Roll Summary (Totals Only)
	Year-to-Date Summary Report
	Detail Collection Report (Summary)
	Distribution Report (Summary)
	Delinquent Tax Attorney Tape
Annual:	Paid Tax Roll
	Delinquent Tax Roll
	Current Tax Roll

A selection of the above listed Reports will only be available by internet access. The **ASSESSOR/COLLECTOR** will provide the Town the General Ledger Revenue & Expense Report monthly as required by Sec. 31.10 of the Texas Property Tax Code.

**III.**

**COMPENSATION**

In consideration of the services to be performed by the **ASSESSOR/COLLECTOR**, compensation for the services rendered is a rate of one-dollar and ten cents (\$1.10) per account located within Tarrant County, and two-dollars and sixty cents (\$2.60) per account located outside Tarrant County. The number of accounts billed will be based on the October billing roll certified to the **ASSESSOR/COLLECTOR**, net of subsequent account additions and deletions made by the Appraisal District. The **ASSESSOR/COLLECTOR** will invoice for these accounts by **January 31, 2015** with payment to be received from the Town by **February 28, 2015**.

The scope of services identified in this contract does not include the administration of a rollback election. In the event of

a successful rollback election, these costs incurred by the Tarrant County Tax Office will be separately identified, billed, and paid by the entity.

**IV.  
AUDITS**

The ASSESSOR/COLLECTOR will provide to the Town auditor necessary explanations of all reports and access to ASSESSOR/COLLECTOR in-house tax system computer terminals to assist the Town auditor in verifying audit samples of the financial data previously provided by the ASSESSOR/COLLECTOR during the past audit period.

**V.  
TAX RATE REQUIREMENT**

The Town will provide the ASSESSOR/COLLECTOR, in writing, the Town's newly adopted tax rate and exemption schedule to be applied for assessing purposes by Friday, September 12, 2014. Under authority of Section 31.01 (h) of the Property Tax Code, any additional cost of printing and mailing tax statements because of late reporting of the tax rate or the exemption schedule will be charged to and must be paid by the Town.

The tax rate and the exemption schedule for each of the last five (5) years in which an ad valorem tax was levied, or all prior years where there remains delinquent tax, must be furnished in writing to the ASSESSOR/COLLECTOR at the time of the initial contract.

**VI.  
COMPLIANCE WITH APPLICABLE  
STATUTES, ORDINANCES, AND REGULATIONS**

In performing the services required under this Agreement, the ASSESSOR/COLLECTOR shall comply with all applicable federal and state statutes, final Court orders and Comptroller regulations. If such compliance is impossible for reasons beyond its control, the ASSESSOR/COLLECTOR shall immediately notify the Town of that fact and the reasons therefore.

**VII.  
DEPOSIT OF FUNDS**

All funds collected by the ASSESSOR/COLLECTOR in the performance of the services stated herein for the Town shall be promptly transferred to the account of the Town at the Town's depository bank. All payments to entities will be made electronically by the automated clearing house (ACH). The ASSESSOR/COLLECTOR has no liability for the funds after initiation of the ACH transfer of the Town's funds from the COUNTY Depository to the Town's designated depository.

**VIII.  
INVESTMENT OF FUNDS**

The Town hereby agrees that the COUNTY, acting through the COUNTY Auditor, may invest collected ad valorem tax funds of the Town during the period between collection and payment. The COUNTY agrees that it will invest such funds in compliance with the Public Funds Investment Act. The COUNTY further agrees that it will pay to the Town all interest or other earnings attributable to taxes owed to the Town. All parties agree that this Agreement will not be construed to lengthen the time period during which the COUNTY or the ASSESSOR/COLLECTOR may hold such funds before payment to the Town.

**IX.  
REFUNDS**

Refunds will be made by the ASSESSOR/COLLECTOR except as set forth herein. The ASSESSOR/COLLECTOR will advise the Town of changes in the tax roll which were mandated by the appropriate Appraisal District.

The ASSESSOR/COLLECTOR will not make refunds on prior year paid accounts unless the prior year paid accounts for the past five (5) years are provided to the ASSESSOR/COLLECTOR.

All refunds of overpayments or erroneous payments due, but not requested, and as described in Section 31.11 of the

Texas Property Tax Code, will after three years from the date of payment, be proportionately disbursed to those entities contracting with the ASSESSOR/COLLECTOR. The contract must have been in force, actual assessment and collection functions begun and the tax account was at the time of the over or erroneous payment within the Town's jurisdiction. The proportional share is based upon the Town's percent of the tax account's total levy assessed at the time of receipt of the over or erroneous payment.

In the event any lawsuit regarding the collection of taxes provided for in this agreement to which the Town is a party, is settled or a final judgment rendered, and which final judgment is not appealed, and the terms of such settlement agreement or final judgment require that a refund be issued by the Town to the taxpayer, such refund shall be made by ASSESSOR/COLLECTOR by debiting funds collected by ASSESSOR/COLLECTOR on behalf of the Town and remitting such refund to the taxpayer in conformity with the terms of the settlement agreement or final judgment.

#### **X.**

##### ***DELINQUENT COLLECTIONS***

The ASSESSOR/COLLECTOR will assess and collect the collection fee pursuant to Sections, 33.07, 33.08, 33.11 (changed order) and 33.48 of the Property Tax Code, when allowed. The ASSESSOR/COLLECTOR will collect attorney fees that are specified by the Town through written agreement with a delinquent collection Attorney. The ASSESSOR/COLLECTOR will disburse the amount directly to the Town for compensation to a Firm under contract to the Town.

If the delinquent collection Attorney contracted by the Town requires attendance of ASSESSOR/COLLECTOR personnel at a court other than the District Courts in downtown Fort Worth, and the COUNTY is not a party, the employee's expenses and proportionate salary will be the responsibility of the Town and will be added to the collection expenses and charged to the Town.

The ASSESSOR/COLLECTOR will not be responsible for the collection of prior year delinquent accounts unless all delinquent accounts information is provided to the ASSESSOR/COLLECTOR.

#### **XI.**

##### ***TERM OF AGREEMENT***

This Agreement shall become effective as of the date hereinabove set out, and shall continue in effect during the 2014 tax year, unless sooner terminated by providing sixty (60) day written notice, as outlined in paragraph XII.

#### **XII.**

##### ***NOTICES***

Any notices to be given hereunder by either party to the other may be effected, in writing, either by personal delivery or by mail, registered or certified, postage prepaid with return receipt requested. Mailed notices shall be addressed to the address of the parties as they appear in the introductory paragraph of this Agreement, but each party may change this address by written notice in accordance with this paragraph.





# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, direct, and consider action on a Request for the use of Town Hall on Election Day, November 4, 2014 by the Tarrant County Election Administrator.

**Date:** June 23, 2014

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**PRESENTER:**

Julie Arrington, City Secretary

**BACKGROUND:**

In past Elections the Tarrant County Election Administrator has used the Town Hall for the Town of Pantego as a Precinct Polling Location for several County elections, most recently last May. They are now requesting the use of Town Hall for the Elections to be held on November 4, 2014.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Staff recommends the approval of the request to use Town Hall as a Precinct Polling Place for the November 4<sup>th</sup> election.

**ATTACHMENTS:**

Resolution

The Tarrant County Election Administrator Request Form.

Director's Review: jea  
City Manager's Review: MDF

**RESOLUTION NO. 14-10**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PANTEGO AUTHORIZING THE CITY MANAGER TO ALLOW THE USE OF TOWN HALL AS A PRECINT POLLING PLACE ON ELECTION DATE, NOVEMBER 4, 2014 BY THE TARRANT COUNTY ELECTION ADMINISTRATOR ; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** The Tarrant County Election Administrator is requesting the use of Town Hall as a Precinct Polling Place for the November 4, 2014 Election Day; and

**WHEREAS,** the Texas Government Code, Chapter 791, authorizes the formulation of Interlocal Cooperation Agreements between and among local governments; and

**WHEREAS,** The Town of Pantego has determined the use of Town Hall for the purpose of a Precinct Polling Place is in the best interest of the residents of Pantego.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS THAT:**

**Section 1:** The Town Council hereby authorizes the City Manager to authorize the use of Town Hall as a Precinct Polling Place for the Election Day, November 4, 2014 by the Tarrant County Election Administrator.

**Section 2:** The Town will provide access to the facility at least one hour before and three hours after polling hours for set up/break down.

**Section 3:** The Town will provide storage for the voting equipment in an area kept away from public access.

**Section 4:** The Town will allow political signs and campaign activity on the premises on Election Day, with the exception of within 100 feet of the polling location.

**Section 5:** The Town will waive any and all fees for the use of Town Hall.

**Section 6:** This resolution is effective immediately upon passage.

**PASSED AND APPROVED this the 23<sup>rd</sup> day of June 2014, at a regular meeting of the Town Council of the Town of Pantego, Texas, by a vote of \_\_ ayes, \_\_ nays and \_\_ abstentions.**

\_\_\_\_\_  
**Melody Paradise, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Julie Arrington, City Secretary**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Jim Jeffrey, City Attorney**



## **Tarrant County Elections Administration**

TO: Election Day Polling Locations  
FROM: Stephen Vickers, Chief Deputy Elections Administrator  
SUBJECT: Use of Facility on Election Day, **November 4, 2014**  
DATE: June 6, 2014

The Tarrant County Elections Administration Office requests the use of your facility for elections on Tuesday, **November 4, 2014**.

Please review the following in making your decision as to whether your facility is appropriate for hosting elections:

- Voting hours are from 7 a.m. until 7 p.m. on Election Day. Election workers will need access to the facility at least **one hour before and two to three hours after polling hours** for set up/break down.
- The voting area should be on the ground floor (second floor or above is permissible if accessible by an ADA-compliant elevator) and may be placed in the lobby or any medium-sized meeting room which is accessible to persons with disabilities. Federal and state election laws require each polling place to be accessible so that disabled voters have the opportunity to cast their ballot without special assistance.
- The voting area should be generally accessible to the public. Voters should not have to show identification, or undergo any type of screening or background check to enter the building or voting area.
- Voting areas inside school buildings should NOT be placed on the stage. These areas are generally not considered accessible, and in many cases are difficult to reach with a wheelchair even if a ramp is provided.
- The voting area should be equipped with several tables and chairs (we will provide if not available).
- Election workers will need access to a restroom during the time requested.
- Voting equipment is delivered one to two weeks before the election. If possible, the equipment should be kept in an area away from public access until Election Day. Election officials will place the equipment in the appropriate place the evening before, or early the morning of Election Day. County personnel will return to pick up the voting equipment within one week following the election.

Election Day Polling Locations  
Page 2

- A standard electrical outlet is needed within 25 feet of the table that will be used by the election workers.
- The Election Code requires that polling places allow political signs and campaign activity on their premises on Election Day. Election workers will post signs on Election Day notifying candidates and campaign workers that they cannot engage in electioneering or post signs within 100 feet of the entrance to the polling place.
- Tarrant County is willing to pay a reasonable fee for each election in which your facility is used.

Thank you for considering our request. Please contact Jesse Pierrard at 817-831-6497 should you need additional information. We ask that you complete and return the enclosed confirmation form by mail in the enclosed envelope or by fax to 817-831-6431. **Your immediate attention to this matter is greatly appreciated.**

Sincerely,



Stephen Vickers  
Chief Deputy Elections Administrator  
Acting pursuant to Texas Government Code § 601.002  
Tarrant County Elections Administration

SV:gw

Enclosures

Request to use facility on Election Day, Tuesday, November 4, 2014

Pantego Town Hall Council Chambers  
1614 South Bowen Road, Pantego, Texas 76013

1. Will you permit use of your facility on Tuesday, November 4, 2014? Yes \_\_\_\_\_ No \_\_\_\_\_

If facility is not available, please provide reason below for Department of Justice submission:

\_\_\_\_\_

2. If yes, what is the charge for that day's use of the facility? \$ \_\_\_\_\_  
(if no charge, please indicate such)

**NOTE: Texas Election Code, Sec. 43.033. Consideration for use of public building as polling place.** (a) No charge, including a charge for personnel, utilities, or other expenses incurred before or after regular business hours, may be made for the use of a public building for a polling place if the day of the election is a day on which the building is normally open for business. If the day of the election is a day on which the building is not normally open for business, a charge may be made only for reimbursement for the actual expenses resulting from use of the building in the election.

3. In what area will voting be conducted? (Lobby, cafeteria, conference room, hallway, etc.)

\_\_\_\_\_

4. Are at least **4 tables** available for use by election officials? Yes \_\_\_\_\_ No \_\_\_\_\_  
Are at least **8 chairs** available for use by election officials? Yes \_\_\_\_\_ No \_\_\_\_\_

5. Whom should we contact to gain admission into the building for delivery of voting equipment?

Contact 1 \_\_\_\_\_ (work phone) \_\_\_\_\_ (cell phone) \_\_\_\_\_ (home phone)

Contact 2 \_\_\_\_\_ (work phone) \_\_\_\_\_ (cell phone) \_\_\_\_\_ (home phone)

6. Whom should the election judge contact to coordinate Election Day activity (if different from above)?

Contact \_\_\_\_\_ (work phone) \_\_\_\_\_ (cell phone) \_\_\_\_\_ (home phone)

7. **Who will open the building on Election Day? (This is very important.)**

Contact \_\_\_\_\_ (work phone) \_\_\_\_\_ (cell phone) \_\_\_\_\_ (home phone)

\_\_\_\_\_  
Signature of Authorized Representative

Precinct 2112

**Pantego Town Hall Council Chambers: Return this form by mail or fax to 817-831-6431.  
Presiding Election Judge: Keep this form for your records.**



# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, direct and consider action on a Resolution Authorizing the City Manager to enter into a Contract with the Atmos Cities Steering Committee.

**DATE:** June 23, 2014

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**PRESENTER:** Matt Fielder, City Manager

**BACKGROUND:**

The Atmos Cities Steering Committee (ACSC) protects the authority of municipalities over the monopoly of the natural gas provider and defends the interest of the residential and small commercial customers within the cities. Because Atmos has no competitors, regulation of the rates that it charges to its customers is the only way that cities can ensure that natural gas rates are fair. Working as a coalition to review the rates charged by Atmos allows cities to accomplish more collectively than each city could do acting alone.

The work undertaken by ACSC has saved taxpayers millions of dollars in unreasonable charges. In order to continue to be an effective voice at the Railroad Commission, at the Legislature, and in the courts, ACSC must continue to receive the financial support of its members through their annual membership assessment fee.

Although ACSC does not require that the city takes action by resolution to approve the assessment, this resolution authorizes the continuation of the Town's membership in ACSC and it also authorizes payment of the Town's assessment to the ACSC. Participation in this committee has resulted in settlement payments to the Town many times greater than the cost of its membership.

**FISCAL IMPACT:**

\$137.50

**RECOMMENDATION:**

Staff recommends continued participation with the Atmos Cities Steering Committee through the approval of the attached resolution and invoice payment.

**ATTACHMENTS:**

Resolution  
List of ACSC participating cities

City Manager's Review:  MDF

**RESOLUTION NO. 14-11**

**A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE ATMOS CITIES STEERING COMMITTEE; AND AUTHORIZING THE PAYMENT OF FIVE CENTS PER CAPITA TO THE ATMOS CITIES STEERING COMMITTEE TO FUND REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS ENERGY CORPORATION**

- WHEREAS,** the Town of Pantego is a regulatory authority under the Gas Utility Regulatory Act (GURA) and has exclusive original jurisdiction over the rates and services of Atmos Energy Corporation, Mid-Tex Division (Atmos) within the municipal boundaries of the city; and
- WHEREAS,** the Atmos Cities Steering Committee (ACSC) has historically intervened in Atmos rate proceedings and gas utility related rulemakings to protect the interests of municipalities and gas customers residing within municipal boundaries; and
- WHEREAS,** ACSC is participating in Railroad Commission dockets and projects, as well as court proceedings and legislative activities, affecting gas utility rates; and
- WHEREAS,** the City is a member of ACSC; and
- WHEREAS,** in order for ACSC to continue its participation in these activities which affects the provision of gas utility service and the rates to be charged, it must assess its members for such costs;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE TOWN OF PANTEGO, TEXAS:**

- Section 1:** That the City is authorized to continue its membership with the Atmos Cities Steering Committee to protect the interests of the Town of Pantego and protect the interests of the customers of Atmos Energy Corporation, Mid-Tex Division residing and conducting business within the City limits.
- Section 2:** The Town is further authorized to pay its 2014 assessment to the ACSC in the amount of five cents (\$0.05) per capita.
- Section 3:** A copy of this Resolution and approved assessment fee payable to “*Atmos Cities Steering Committee*” shall be sent to:

Jay Doegey  
Co-Chair, Atmos Cities Steering Committee  
c/o Arlington City Attorney’s Office, Mail Stop 63-0300  
P.O. Box 90231  
Arlington, Texas 76004-3231

**PRESENTED AND PASSED on this the 23<sup>rd</sup> day of June, 2014, by a vote of \_\_\_\_\_ ayes, \_\_\_\_\_ nays, \_\_\_\_\_ abstentions at a regular meeting of the Town Council of the Town of Pantego, Texas.**

\_\_\_\_\_  
Melody Paradise, Mayor

ATTEST:

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Julie Arrington, City Secretary

APPROVED AS TO FORM:

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Jim Jeffrey, Town Attorney

## ACSC Cities (168 Total)

Abilene	Everman	Newark
Addison	Fairview	Nocona
Allen	Farmers Branch	North Richland Hills
Alvarado	Farmersville	Northlake
Angus	Fate	Oak Leaf
Anna	Flower Mound	Ovilla
Argyle	Forest Hill	Palestine
Arlington	Fort Worth	Pantego
Aubrey	Frisco	Paris
Bedford	Frost	Parker
Bellmead	Gainesville	Pecan Hill
Benbrook	Garland	Petrolia
Beverly Hills	Garrett	Plano
Blossom	Grand Prairie	Ponder
Blue Ridge	Grapevine	Pottsboro
Bowie	Groesbeck	Prosper
Boyd	Gunter	Putnam
Bridgeport	Haltom City	Quitman
Brownwood	Harker Heights	Red Oak
Buffalo	Haskell	Reno (Parker County)
Burkburnett	Haslet	Richardson
Burleson	Hewitt	Richland
Caddo Mills	Highland Park	Richland Hills
Canton	Highland Village	River Oaks
Carrollton	Honey Grove	Roanoke
Cedar Hill	Hurst	Robinson
Celeste	Hutto	Rockwall
Celina	Iowa Park	Roscoe
Centerville	Irving	Rowlett
Cisco	Justin	Royse City
Clarksville	Kaufman	Sachse
Cleburne	Keene	Saginaw
Clyde	Keller	Seagoville
College Station	Kemp	Sherman
Colleyville	Kennedale	Snyder
Colorado City	Kerens	Southlake
Comanche	Kerrville	Springtown
Commerce	Killeen	Stamford
Coolidge	Krum	Stephenville
Coppell	Lakeside	Sulphur Springs
Copperas Cove	Lake Worth	Sweetwater
Corinth	Lancaster	Temple
Corral City	Lewisville	Terrell
Crandall	Lincoln Park	The Colony
Crowley	Little Elm	Throckmorton
Dalworthington Gardens	Lorena	Trophy Club
Denison	Madisonville	Tyler
DeSoto	Malakoff	University Park
Duncanville	Mansfield	Venus
Eastland	McKinney	Vernon
Edgecliff Village	Melissa	Waco
Emory	Mesquite	Watauga
Ennis	Midlothian	Waxahachie
Eules	Murphy	Westlake

**ACSC Cities (168 Total)**

Westworth Village  
Whitesboro

White Settlement  
Wichita Falls

Woodway  
Wylie



# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, direct, and consider action on a Resolution from the Tarrant County Commissioners Court to participate in the Tarrant County Consortium for the Community Development Block Grant, HOME Investment Partnership, and the Emergency Solutions Grant programs.

**Date:** June 23, 2014

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**PRESENTER:**

Matt Fielder, City Manager

**BACKGROUND:**

Every three years Tarrant County is eligible to receive U.S. Department of Housing and Urban Development entitlement grant funds by having a combined population of 200,000 or more from unincorporated areas and participating municipalities. In order to qualify and to be able to count the Town of Pantego's population in this program the Town Council of the Town of Pantego must elect to remain a part of the program. Three years ago Council elected to be a part of this program.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Staff recommends the approval of the Resolution as presented.

**ATTACHMENTS:**

Resolution Tarrant County CDEBG Consortium

Director's Review: lea  
City Manager's Review: MDF



## TARRANT COUNTY COMMISSIONERS COURT

ADMINISTRATOR'S OFFICE  
COMMUNITY DEVELOPMENT DIVISION  
Patricia Ward, Director

May 20, 2014

Honorable Melody Paradise  
Town of Pantego  
1614 South Bowen Rd., POB 13210  
Pantego, TX 76013-3215

RE: Urban County Re-qualification for CDBG and HOME programs 2015-2017

Dear Mayor:

In order to continue to receive Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) Entitlement funding through 2017, Tarrant County must once again qualify as an Urban County under the CDBG, HOME and ESG programs. Tarrant County is eligible to receive U. S. Department of Housing and Urban Development entitlement grant funds by having a combined population of 200,000 or more from unincorporated areas and participating municipalities. Entitlement counties must re-qualify every three years to maintain funding status.

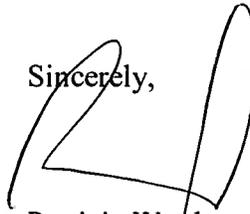
By **May 23, 2014**, Tarrant County must notify all currently participating municipalities, the option to be excluded from the urban county. Any currently included unit of general local government that elects to be excluded from the Tarrant County urban county consortium must notify the county and HUD in writing, that it elects to be excluded by June 20, 2014. Participating municipalities are also notified that they are not eligible to apply for grants under the State CDBG program while they are part of the urban county, and that, in becoming a part of the urban county; they automatically participate in the HOME program as Tarrant County receives HOME funding. This does not preclude the Tarrant County or a unit of government within the county from applying to the state for HOME funds, if the State allows.

By **June 30, 2014**, any city or town that is not currently participating in Tarrant County's consortium and chooses to participate for the remaining third year of Tarrant County's qualification period must notify the county and the HUD Field Office in writing that it elects to be included.

If your city/town is currently part of the consortium and would like to continue to remain in the Tarrant County consortium, please sign all five (5) attachments and return to our office by June 30, 2014. New language has been added per U.S. Department of Housing and Urban Development Notice: CPD-14-07. Pending further changes in future re-certification agreements, this agreement will be automatically renewable for future 3-year requalification.

We appreciate the continued collaboration with each city. If you have further questions or concerns regarding this notice, please contact Patricia Ward, Director of Community Development, at 817-850-7940.

Sincerely,

A handwritten signature in black ink, appearing to be 'Patricia Ward', written over a faint rectangular box.

Patricia Ward  
Director

cc: Honorable B. Glen Whitley, Tarrant County Judge  
Mr. G.K. Maenius, Tarrant County Administrator  
Ms. Gayla McNair, City Secretary/Administrator

## Units of Government in Tarrant County Consortium (2012-2014)

	<b>Consortium of Cities</b>	<b>Cities that did NOT join</b>
1	City of Azle	City of Colleyville
2	City of Bedford	Town of Edged Cliff Village
3	City of Benbrook	City of Pelican Bay
4	City of Blue Mound	Town of Westlake
5	City of Burleson	Town of Westover Hills
6	City of Crowley	
7	City of Dalworthington Gardens	
8	<b>City of Euless*</b>	
9	City of Everman	
10	City of Forest Hill	
11	<b>City of Grapevine*</b>	
12	City of Haltom City	
13	City of Haslet	
14	City of Hurst	
15	City of Keller	
16	City of Kennedale	
17	Town of Lakeside	
18	City of Lake Worth	
19	<b>City of Mansfield*</b>	
20	<b>City of North Richland Hills*</b>	
21	Town of Pantego	
22	City of Richland Hills	
23	City of River Oaks	
24	City of Saginaw	
25	City of Sansom Park	
26	City of Southlake	
27	City of Watauga	
28	Town of Westworth Village	
29	City of White Settlement	

### 29 cities in Tarrant County Consortium

*(Includes 4 city entitlements\*)*

**RESOLUTION # \_\_\_\_\_**

**RESOLUTION REGARDING TOWN OF PANTEGO PARTICIPATION IN TARRANT COUNTY'S COMMUNITY DEVELOPMENT BLOCK GRANT, HOME INVESTMENT PARTNERSHIP AND EMERGENCY SOLUTIONS GRANT CONSORTIUM FOR THE THREE PROGRAM YEAR PERIOD, FISCAL YEAR 2015 THROUGH FISCAL YEAR 2017.**

**WHEREAS**, Title I of the Housing and Community Act of 1974, as amended through the Housing and Community Act of 1992, establishes a program of community development block grants for the specific purpose of developing viable communities by providing decent housing and suitable living environment and expanding economic opportunities principally for persons of low and moderate income, and

**WHEREAS**, Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended, establishes the HOME Investment Partnership Act to expand the supply of decent, safe, sanitary and affordable housing for very low-income and low-income Americans, and

**WHEREAS**, Tarrant County has been designated an "Urban County" by the Department of Housing and Urban Development entitled to a formula share of Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) program funds provided said County has a combined population of 200,000 persons in its unincorporated areas and units of general local government with which it has entered into cooperative agreements, and

**WHEREAS**, Article III, Section 64 of the Texas Constitution authorizes Texas counties to enter into cooperative agreements with local governments for essential Community Development and Housing Assistance activities, and

**WHEREAS**, the Town of Pantego shall not apply for grants under the State CDBG Program from appropriations for fiscal years during the period in which it is participating in Tarrant County's CDBG program, and

**WHEREAS**, the Town of Pantego shall not participate in a HOME consortium except through Tarrant County, regardless of whether or not Tarrant County receives a HOME formula allocation, and

**WHEREAS**, through cooperative agreements Tarrant County has authority to carry out activities funded from annual Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) Program Allocation from Federal Fiscal Years 2015, 2016, and 2017 appropriations and from any program income generated from the expenditure of such funds, and

**WHEREAS**, Tarrant County and the Town of Pantego agree to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, and

**WHEREAS**, Tarrant County will not fund activities in, or in support of, any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction or that impedes the county's actions to comply with the county's fair housing certification, and

**WHEREAS**, Tarrant County will not fund activities in support of Town of Pantego that does not comply with section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, and other applicable laws, and

**WHEREAS**, the Town of Pantego has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations and

**WHEREAS**, the Town of Pantego has adopted and is enforcing a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within jurisdictions, and

**WHEREAS**, Tarrant County and the Town of Pantego shall take all actions necessary to assure compliance with the Urban County's certification required by section 104 (b) of Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964, and Title VIII of the Civil Rights Act of 1968, section 109 of Title I of the Housing Community Development Act of 1974, and other applicable laws, and

**WHEREAS**, prior to disbursing any CDBG, HOME and ESG Program funds to a subrecipient, Tarrant County shall sign a written agreement with such subrecipient, and

**WHEREAS**, the Town of Pantego agrees to inform the county of any income generated by the expenditure of CDBG funds received and that any such program income must be paid to the county to be used for eligible activities in accordance with all CDBG, HOME and ESG Program requirements, and

**WHEREAS**, in accordance with 24 CFR 570.501(b), Tarrant County is responsible for ensuring that CDBG, HOME and ESG funds are used in accordance with all program requirements, including monitoring and reporting to U.S. Department of Housing and Urban Development on the use of program income and that in the event of close-out or change in status of the Town of Pantego, any program income that is on hand or received subsequent to the close-out of change in status shall be paid to the county, and

**WHEREAS**, in accordance with 24 CFR 570.501(b), Tarrant County, as the recipient is responsible for ensuring that CDBG funds are used in accordance with all program requirements. The use of designated public agencies, subrecipients, or contracts does not relieve Tarrant County of this responsibility. Tarrant County is also responsible for determining the adequacy of performance under subrecipient agreements and procurement contracts, and for taking appropriate action when performance problems arise, such as the actions described in §570.910. Where a city is participating with, or as part of Tarrant County Urban County, as a participating unit, or as part of a metropolitan city, the County is responsible for applying to the unit of general local government the same requirements as are applicable to subrecipients, except that the five-year period identified under §570.503 (b) (8) (i) shall begin with the date that the unit of general local government is no longer considered by HUD to be a part of the metropolitan city or urban county, as applicable, instead of the date the subrecipient agreement expires.

**WHEREAS**, the Town of Pantego agrees to notify Tarrant County of any modification or change in the use of the real property from that planned at the time of acquisition or improvement, including disposition, and further agrees to reimburse the County in an amount equal to the current fair market value (less any portion thereof attributable to expenditure of non-CDBG funds) of property acquired or improved with CDBG funds that is sold or transferred for a use which does not qualify under the CDBG regulations, and

**WHEREAS**, any money generated from disposition or transfer of property will be treated as program income and returned to the county prior to or subsequent to the close-out, change of status or termination of the cooperation agreement between county and the Town of Pantego;

**WHEREAS**, Tarrant County and Town of Pantego may not sell, trade, or otherwise transfer all or any portion of such funds to another such metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Act in the Transportation, Housing and Urban Development, and Related Agencies Appropriations Act, 2014, Pub. L. 113-76.

**NOW, THEREFORE, BE IT RESOLVED**, by the Town of Pantego, that the City Council of Pantego, Texas supports the application of Tarrant County for funding from Housing and Community Development Act of 1974, as amended, and Cranston-Gonzalez National Affordable Housing Act, as amended, and asks that its population be included for three successive years with that of Tarrant County, Texas to carry out Community Development Program Activities Eligible for Assistance under Public Law 93-383, and Affordable Housing activities under Public Law 101-625, and authorizes the Mayor of Pantego, Texas to sign such additional forms as requested by the Department of Housing and Urban Development pursuant to the purposes of the Resolution, and further that the Town of Pantego, Texas understands that Tarrant County will have final responsibility for selecting projects and filing annual grant requests.

**BE IT FURTHER RESOLVED**, this agreement will automatically be renewed for participation in successive three-year qualification periods, unless Tarrant County or the Town of Pantego provides written notice it elects not to participate in a new qualification period. Tarrant County will notify the Town of Pantego in writing of its right to make to such election on the date specified by the U.S. Department of Housing and Urban Development in HUD's urban county qualification notice for the next qualification period. Any amendments or changes contained within the Urban County Qualification Notice applicable for a subsequent three-year urban county qualification period must be adopted by Tarrant County and the Town of Pantego, and submitted to HUD. Failure by either party to adopt such an amendment to the agreement will void the automatic renewal of this agreement.

This agreement remains in effect until CDBG, HOME, ESG funds and income received to the fiscal 2015, 2016, 2017 programs, and to any successive qualification periods provided through the automatic renewal of this agreement, are expended and the funded activities completed, neither Tarrant County nor the Town of Pantego may terminate or withdraw from the agreement while the agreement remains in effect.

Official notice of amendments or changes applicable for a subsequent three-year urban county agreement shall be in writing and be mailed by certified mail to the City Secretary of the Town of Pantego. Any notice of changes or amendments to this agreement by the Town of Pantego to Tarrant County shall be in writing to the Tarrant County Community Development Division Director.

PASSED AND APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2014

ATTEST:

APPROVED:

\_\_\_\_\_  
CITY SECRETARY

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
Commissioners Court Clerk

\_\_\_\_\_  
County Judge

## Approval Form for District Attorney

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Approved as to Form\*

\*By law, the District Attorney's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).



# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, direct and consider action on a Resolution authorizing the City Manager to enter into a Contract with the Texas Municipal League MultiState Intergovernmental Employee Benefits Pool for the renewal of employee health insurance coverage to include Long-Term Disability, and to continue the Town's participation as a risk member in the Employee Benefits Pool.

**DATE:** June 23, 2014

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**PRESENTER:** Matt Fielder, City Manager  
Ariel Carmona, Finance Director

**BACKGROUND:**

The Town has contracted with TML for employee medical benefits as a risk participating member for the past eight years. The attached re-rate schedule reflects the changes made to health insurance plans for the upcoming fiscal year. Overall, and just in reviewing the employee insurance cost, there has been a 6-23% increase (depending on the insurance plan) on monthly premium costs for the past three years. Considering these increases, it appears that the future trend on the employee selection of insurance plan coverage will be toward low premium/high deductible plans. The Town has, for the past two years, allocated a \$360 allowance per month per employee to help cover some of the insurance cost passed down onto the employee. Staff is not requesting an increase in this allowance.

Long-term disability insurance pays a percentage of the employee's salary, usually 60-66 2/3%, depending on the policy. The benefits last until the employee can go back to work or for the number of years stated in the policy. The Town provided long-term disability coverage to its employees but was discontinued a few years back. However, for most of the Town's employees being able to have long-term disability coverage is as important as being able to be covered by a good health insurance plan. Due to the nature of the majority of the Town's employees' occupation (public safety/public works), staff strongly recommends to reestablish long-term disability as part of the group insurance coverage through TML.

TML does not require Council approval through Resolution – However, the revised re-rate attachment is due to TML by no later than June 30<sup>th</sup> for the change to be effective October 1<sup>st</sup>, 2014 and therefore, it is hereby presented for approval.

**FISCAL IMPACT:**

The cost of adding long-term disability under Plan 1 = \$8,628/yr.

**RECOMMENDATION:**

Staff recommends approval of the resolution adding Plan 1 for Long-Term Disability to the group insurance coverage and the continuation of health insurance coverage through the Texas Municipal League MultiState Intergovernmental Employee Pool as a Risk Participating Member.

**ATTACHMENTS:**

Resolution

Re-rate Notice and Benefit Verification Form

Long-Term Disability Proposal and Cost Summary (Plans 1 & 2)

Three-year Insurance Cost Comparison

City Manager's Review:   MDF

**RESOLUTION NO. 14-13**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PANTEGO AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE TEXAS MUNICIPAL LEAGUE MULTISTATE INTERGOVERNMENTAL EMPLOYEE BENEFITS POOL FOR THE RENEWAL OF EMPLOYEE HEALTH INSURANCE COVERAGE TO INCLUDE LONG-TERM DISABILITY, AND TO CONTINUE THE TOWN'S PARTICIPATION AS A RISK MEMBER IN THE EMPLOYEE BENEFITS POOL.**

**WHEREAS,** The Town of Pantego and Tarrant County mutually desire to enter into a contract with the Texas Municipal League MultiState Intergovernmental Employee Benefits Pool to provide employee health insurance coverage to include Long-Term Disability and to continue the Town's participation as a risk member in the Employee Benefit Pool; and

**WHEREAS,** the Town Council of the Town of Pantego has determined the necessity to continue being members of the MultiState Intergovernmental Employee Benefits Pool to represent and provide certain benefits and related services for the Town's employees.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS THAT:**

**Section 1:** The Town Council hereby authorizes the City Manager to enter into the Contract with the Texas Municipal League MultiState Intergovernmental Employee Benefits Pool.

**Section 2:** The rates are based on May census information. If the census changes by more than 10%, TML MultiState IEBP reserves the right to revise the rate due to census change and underwriting impact.

**Section 3:** Rates are subject to change if there is any legislation passed during the plan year affecting benefits.

**Section 4:** This resolution is effective immediately upon passage.

**PASSED AND APPROVED this the 23<sup>rd</sup> day of June 2014, at a regular meeting of the Town Council of the Town of Pantego, Texas, by a vote of \_\_ ayes, \_\_ nays and \_\_ abstentions.**

\_\_\_\_\_  
**Melody Paradise, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Julie Arrington, City Secretary**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Jim Jeffrey, City Attorney**



# TML MultiState Intergovernmental Employee Benefits Pool Rerate Notice and Benefit Verification Form

## Pantego

Original

Plan Year 2014-2015 (12 Months)

Rates are subject to change if there is any legislation passed during the plan year affecting benefits.  
Supplemental benefits cannot be accessed without accessing the TML MultiState IEBP Medical Benefit Plan

### Medical

#### Consumer Centered Pool Plans/Restat Card Program Mac A

Plan	Benefit Percent	In Net Ded	Out Net Ded	In Net OOP	Office Visit	XRay & Lab in OV	Rates	Current	New
P85-20-25	80/50	\$200	\$450	\$2500	\$30	No	Employee:	\$517.22	\$532.74
							Spouse:	\$532.04	\$548.00
							Child(ren):	\$392.64	\$404.42
							Family:	\$1,033.14	\$1,064.14
P75-0-30	70/50	N/A	\$250	\$3000	N/A	No	Employee:	\$448.54	\$462.00
							Spouse:	\$461.38	\$475.22
							Child(ren):	\$340.50	\$350.72
							Family:	\$895.94	\$922.82
P85-50-20	80/50	\$500	\$750	\$2000	N/A	No	Employee:	\$420.88	\$433.52
							Spouse:	\$432.92	\$445.92
							Child(ren):	\$319.48	\$329.06
							Family:	\$840.68	\$865.90
P85-50-30	80/50	\$500	\$750	\$3000	N/A	No	Employee:	\$353.48	\$395.90
							Spouse:	\$363.62	\$407.26
							Child(ren):	\$268.34	\$300.54
							Family:	\$706.06	\$790.80
P85-75-30	80/50	\$750	\$1000	\$3000	N/A	No	Employee:	\$329.04	\$388.28
							Spouse:	\$338.46	\$399.38
							Child(ren):	\$249.78	\$294.74
							Family:	\$657.24	\$775.54
P85-100-30	80/50	\$1000	\$1250	\$3000	N/A	No	Employee:	\$308.90	\$318.18
							Spouse:	\$317.76	\$327.30
							Child(ren):	\$234.50	\$241.54
							Family:	\$617.04	\$635.56
P85-150-48.5 HDHP	80/50	\$1500	\$1750	\$4850	N/A	No	Employee:	\$255.82	\$263.50
							Spouse:	\$263.16	\$271.06
							Child(ren):	\$194.20	\$200.04
							Family:	\$511.00	\$526.34
P85-250-38.5 HDHP	80/50	\$2500	\$2750	\$3850	N/A	No	Employee:	\$219.48	\$226.06
							Spouse:	\$225.76	\$232.54
							Child(ren):	\$166.62	\$171.62
							Family:	\$438.40	\$451.56

**Vol Dental IV**

	<u>Current Rate</u>	<u>New Rate</u>
Employee	\$27.32	\$29.24
Spouse:	\$36.92	\$39.50
Child(ren):	\$31.44	\$33.64
Family:	\$54.66	\$58.50

**Vol Vision B**

	<u>Current Rate</u>	<u>New Rate</u>
Employee:	\$12.50	\$12.50
Family:	\$25.00	\$25.00

**Pre-65 Retiree Medical**

No Pre-65 Retiree Medical Coverage

**Pre-65 Retiree Dental**

No Pre-65 Retiree Dental Coverage

**Pre-65 Retiree Vision**

No Pre-65 Retiree Vision Coverage

**LTD**

No LTD Coverage

**STD**

No STD Coverage

**Basic Life and AD&D: Plan 31 (2xBAE, Max \$200,000)**

	<u>Current Rate</u>	<u>New Rate</u>
Life:	\$0.190	\$0.190
AD&D:	\$0.035	\$0.035

**Dependent Life: Plan 3 (\$10,000/\$2,000)**

	<u>Current Rate</u>	<u>New Rate</u>
	\$2.76 per dependent unit	\$2.76 per dependent unit

**Voluntary AD&D**

No Voluntary AD&D Coverage

**Additional Employee Life and AD&D**

<u>Age of Employee</u>	<u>Current Rate per \$1000</u>	<u>New Rate per \$1000</u>
Under 30	0.081	0.061
30 - 34	0.069	0.069
35 - 39	0.100	0.100
40 - 44	0.130	0.130
45 - 49	0.198	0.198
50 - 54	0.332	0.332
55 - 59	0.595	0.595
60 - 64	0.913	0.913
65 - 69	1.513	1.513
70 and over	2.431	2.431

**Basic & Additional Retiree Life**

No Basic & Additional Retiree Life Coverage

**Continuation of Coverage (COC)**

Yes

**Benefit Waiting Period**

30 days after date of hire

**Medical Network**

Choice Plus

**Flex, HRA, HSA & RRA**

<u>Flex Admin</u>	<u>HRA Admin</u>	<u>HSA Admin</u>	<u>RRA Admin</u>
Yes	Yes	Yes	Yes

**Select one of the following options for Flex:**

- Debit Card Flex (\$3.70 per participant per month)
- Paper Flex (\$5 per participant per month)

**Select one or all of the following options for HRA, HSA & RRA:**

- HRA (\$3.70 per participant per month - debit card only)
- HSA (\$3.70 per participant per month - debit card only)
- RRA (\$3.70 per participant per month - debit card only)

If employer accesses Debit Card Flex and/or HRA, HSA or RRA, only one charge of \$3.70 per participant per month will be incurred.

**Medication Therapy Management Program**

**Maximum Allowable Cost (MAC A)**

If a brand name drug is dispensed and a generic alternate drug exists, the Covered Individual pays the difference between the brand name and generic price in addition to the appropriate copayment for the brand name. The cost difference between the brand name and generic price does not apply to any individual deductibles or out of pocket amounts. The MAC differential applies to all prescriptions purchased through this program when a generic alternate is available.

**Maximum Allowable Cost (MAC C)**

Covered Individual will pay the appropriate copayment amount of the prescription.

**Prescription Clinical Program**

Refer to Medication Therapy Management Guide for information on step therapy, prior authorization, cost share, generic, best brand, non best brand, align and broad network plan guidelines.

Over the Counter Alternates and Prescription Networks	Retail: Covered Individual OOP (up to 34 days supply max unless noted otherwise)	Mail/Maintenance up to 84/90 day dispensement MedVantx: (866) 744-0621 Specialty Rx/Biotech/Biosimilar up to 34 day dispensement Diplomat: (877) 977-9118 Covered Individual OOP																																										
<p><b>Prescribed Over the Counter Alternates:</b>  <b>Non-Sedating Antihistamines</b> (Claritin®, Claritin-D®, Alavert®, Allegra®, Allegra-D®, Zyrtec®, Zyrtec-D®) per prescription  <b>Stomach and Ulcer</b> (Prilosec®, Prevacid®, Zegerid®) per prescription  <b>Smoking Cessation</b> (Nicorette Gum) Quantity Limit - 3 boxes per plan year  <b>Doctor Ordered:</b> Aspirin, Folic Acid, Fluoride Chemoprevention Supplements, Iron Deficiency Supplements, and Vitamin D supplementation to prevent falls in community-dwelling adults age 65 years and older who are at an increased risk for falls; per prescription.</p>	\$0.00	N/A																																										
<p>Women's Preventive Health Services</p>	<table border="1"> <thead> <tr> <th data-bbox="527 724 1036 787"><b>Benefit</b></th> <th data-bbox="1036 724 1138 787"><b>Medical Plan</b></th> <th data-bbox="1138 724 1230 787"><b>Rx Plan</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="527 787 1036 819">Oral Generic/Align Network (no cost share)</td> <td data-bbox="1036 787 1138 819"></td> <td data-bbox="1138 787 1230 819">X</td> </tr> <tr> <td data-bbox="527 819 1036 850">IUD Device (no cost share)</td> <td data-bbox="1036 819 1138 850">X</td> <td data-bbox="1138 819 1230 850">X**</td> </tr> <tr> <td data-bbox="527 850 1036 882">Implant Device (no cost share)</td> <td data-bbox="1036 850 1138 882">X</td> <td data-bbox="1138 850 1230 882">X**</td> </tr> <tr> <td data-bbox="527 882 1036 934">Permanent Implantable Contraceptive Coil (subject to the appropriate deductible and benefit percentages)</td> <td data-bbox="1036 882 1138 934">X</td> <td data-bbox="1138 882 1230 934"></td> </tr> <tr> <td data-bbox="527 934 1036 966">Insertion and/or Removal of Devices (no cost share)</td> <td data-bbox="1036 934 1138 966">X</td> <td data-bbox="1138 934 1230 966"></td> </tr> <tr> <td data-bbox="527 966 1036 997">Sonogram to Detect Placement of Device (no cost share)</td> <td data-bbox="1036 966 1138 997">X</td> <td data-bbox="1138 966 1230 997"></td> </tr> <tr> <td data-bbox="527 997 1036 1029">Injectable Contraceptives/Align Network (no cost share)</td> <td data-bbox="1036 997 1138 1029">X</td> <td data-bbox="1138 997 1230 1029">X</td> </tr> <tr> <td data-bbox="527 1029 1036 1060">Injectable Administration Fee (no cost share)</td> <td data-bbox="1036 1029 1138 1060">X</td> <td data-bbox="1138 1029 1230 1060"></td> </tr> <tr> <td data-bbox="527 1060 1036 1113">Diaphragm, Hormone Vaginal Ring, Hormone Patch, Cervical Cap, Spermicides, Sponges (no cost share)</td> <td data-bbox="1036 1060 1138 1113"></td> <td data-bbox="1138 1060 1230 1113">X</td> </tr> <tr> <td data-bbox="527 1113 1036 1144">Diaphragm Instruction and Fitting Fee (no cost share)</td> <td data-bbox="1036 1113 1138 1144">X</td> <td data-bbox="1138 1113 1230 1144"></td> </tr> <tr> <td data-bbox="527 1144 1036 1176">Contraceptive Management (no cost share)</td> <td data-bbox="1036 1144 1138 1176">X</td> <td data-bbox="1138 1144 1230 1176"></td> </tr> <tr> <td data-bbox="527 1176 1036 1207">Female Condoms</td> <td data-bbox="1036 1176 1138 1207"></td> <td data-bbox="1138 1176 1230 1207">X</td> </tr> <tr> <td data-bbox="527 1207 1036 1312">Medications for risk reduction of breast cancer in women who are at increased risk for breast cancer and at low risk for adverse medication effects: Tamoxifen or Raloxifene</td> <td data-bbox="1036 1207 1138 1312"></td> <td data-bbox="1138 1207 1230 1312">X</td> </tr> </tbody> </table> <p>** Represents no cost share under prescription plan within Align and Broad Network</p>		<b>Benefit</b>	<b>Medical Plan</b>	<b>Rx Plan</b>	Oral Generic/Align Network (no cost share)		X	IUD Device (no cost share)	X	X**	Implant Device (no cost share)	X	X**	Permanent Implantable Contraceptive Coil (subject to the appropriate deductible and benefit percentages)	X		Insertion and/or Removal of Devices (no cost share)	X		Sonogram to Detect Placement of Device (no cost share)	X		Injectable Contraceptives/Align Network (no cost share)	X	X	Injectable Administration Fee (no cost share)	X		Diaphragm, Hormone Vaginal Ring, Hormone Patch, Cervical Cap, Spermicides, Sponges (no cost share)		X	Diaphragm Instruction and Fitting Fee (no cost share)	X		Contraceptive Management (no cost share)	X		Female Condoms		X	Medications for risk reduction of breast cancer in women who are at increased risk for breast cancer and at low risk for adverse medication effects: Tamoxifen or Raloxifene		X
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Align Network Value Tiered up to 34 day Non-cost Share generic dispensement	\$0.00	N/A																																										
Align Network Value Tiered up to 90 day Non-Cost Share generic dispensement	\$9.00	N/A																																										
Broad Network Non-Cost Share Generic	\$10.00	\$25.00																																										
Broad and Align Network Non-Cost Share Best Price Brand List	\$38.00	\$95.00																																										
Broad and Align Network Non-Cost Share Non-Best Price Brand List	\$60.00	\$150.00																																										
Broad and Align Network Cost Share	\$120.00	\$300.00																																										
Specialty/Biotech Prescriptions	N/A	\$100.00 for up to 34 day dispensement																																										
Biosimilar Prescriptions	N/A	\$75.00 for up to 34 day dispensement																																										



# Employee Benefits

**Presented by:**  
TML MultiState  
Intergovernmental Employee  
Benefit Pool

# Proposal And Cost Summary

**Prepared for:**  
City of Pantego  
June 10, 2014



## Group Long Term Disability Insurance

Standard Insurance Company



# How The Standard's Focused Expertise Can Benefit Your Business

At Standard Insurance Company, group Life and Disability insurance aren't add-ons. They're our primary business. For you, our focused expertise means people who understand your needs and employee benefits that work harder to support your goals.

From fast, responsive claims handling to flexible plan designs that help you control costs, we're here to partner with you for the long term. Our proactive approach and solutions can help reduce the workload for your HR team and help you maintain a more efficient and productive workplace.

Key Reasons To Choose The Standard	
<b>Partnership Focus</b>	With The Standard's 40-plus fully-staffed sales and service offices across the country, you can count on a smooth, hassle-free transition, local account resources and personal, responsive service. We're here to minimize your administrative burden and simplify claim management. With access that works the way you work – online, phone or in person – we're easy to reach and quick to follow through.
<b>Long-Term Perspective</b>	We've tailored this proposal to address your needs, today and for the long-term. Need more options? Just ask. We offer millions of possible plan design combinations. We also emphasize giving you the "right rate" from the beginning to avoid a big increase later.
<b>Proactive Approach</b>	We focus on helping employers prevent disabilities, increase employee well-being and maintain a more productive workplace through innovative solutions that deliver measurable results, including: <ul style="list-style-type: none"><li>• Industry-leading Workplace Possibilities<sup>SM</sup> program</li><li>• Exclusive partnership with Health Advocate<sup>TM</sup></li><li>• Employee Assistance Program included with our LTD plans</li><li>• Comprehensive Absence Management services</li><li>• Flexible Dental and Vision plans</li></ul>

## We Keep Our Promises

At The Standard, doing the right thing for our customers is in our DNA. More than 100 years of history and our long track record of financial strength back up our commitment to you and your employees.

# Employee Benefits Proposal and Cost Summary

Prepared for City of Pantego on June 10, 2014  
Proposed Effective Date of July 1, 2014

Presented By: TML Intergovernmental Employee Benefit P

## LTD Plan 1

### Covered Members

---

A regular employee of the Employer working 30 hours per week

### Plan

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<b>LTD Income Benefit</b>	60%
<b>Insured Predisability Earnings</b>	\$6,667
<b>Maximum Monthly Benefit</b>	\$4,000
<b>Minimum Monthly Benefit</b>	\$100
<b>Benefit Waiting Period</b>	45 Days
<b>Maximum Benefit Period</b>	To age 65
<b>Own Occupation Period</b>	24 Months
<b>Guarantee Issue (benefit)</b>	Full Benefit
<b>Employer Contribution</b>	100%

### Cost

---

<b>Members</b>	<b>Volume</b>	<b>X</b>	<b>Rate: Percent of Earnings</b>	<b>=</b>	<b>Monthly Premium</b>	<b>Rate Guarantee</b>
40	\$146,706		0.49		\$719	10/01/2016

- We provide policyholders with a 90-day notice of rate change.

# Employee Benefits Proposal and Cost Summary

Prepared for City of Pantego on June 10, 2014  
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## Features

---

- A Rehabilitation Plan Benefit is included. This pays for approved expenses incurred by a disabled member as part of a rehabilitation plan in preparation for a return to work. Expenses may include: training and education, family care, job search and other job-related expenses.
- To simplify administration, The Standard will pay your matching FICA and Medicare taxes and prepare W-2s for members who are receiving LTD benefits.
- AdminEASE service is included. These time-saving online tools are the fastest, easiest and most secure way to administer your plan.
- The plan includes a Reasonable Accommodation Expense Benefit that is among the most generous in the industry. This benefit reimburses your expenses toward approved workplace modifications that help members return to work or remain at work.
- The Standard consolidates the filing and management of LTD and Life waiver of premium claims.
- The plan includes E-Contract document service for efficient, convenient online contract document delivery. Printed documents are available on request. Certificates must be distributed to insured members. Note: Under ERISA, plan administrators may deliver Summary Plan Descriptions/certificates electronically, but must implement measures to ensure participants actually receive them. Please consult legal counsel to clarify your delivery or recordkeeping requirements.

## Plan Design

---

- A Rehabilitation Incentive Benefit is included. The LTD benefit amount will be increased by 10% of pre-disability earnings as long as a disabled member is participating in an approved rehabilitation plan. The LTD benefit may still not exceed the plan maximum benefit amount.
- Partial disability is covered from the first day of disability.
- A Survivors Benefit is included. This provides a lump sum payment equal to three times the LTD benefit without reduction by deductible income.
- Primary and dependents Social Security benefits will be used as deductible income.
- The plan includes a 24-month lifetime combined duration for Mental Disorder, Substance Abuse, and Other Limited Conditions limitations.
- The plan includes a 3/12 preexisting condition exclusion.
- Sick leave payable to the disabled member will be used as deductible income.

## Assumptions

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- The proposed rates assume the group participates in Social Security and Public Employee Retirement System.
- The proposed rates do not include commissions.
- The proposed rates assume all benefits are 100% taxable.
- The proposed rates assume you participate in a Workers' Compensation plan.
- The proposed rate assumes coverage is not currently in force.
- Proposed rate includes electronic documents.

## Conditions

---

## Employee Benefits Proposal and Cost Summary

Prepared for City of Pantego on June 10, 2014  
Proposed Effective Date of July 1, 2014

Presented By: TML Intergovernmental Employee Benefit P

- The proposed rates assume that the lines of coverage will be sold as part of the TML Multistate Employee Benefits Pool.
- We require confirmation that you participate in Social Security and Public Employee Retirement System.

### **Additional Information**

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For additional information on the available features and benefits of Long Term Disability Insurance from The Standard, click here: <https://www.standard.com/eforms/16544.pdf>

# Employee Benefits Proposal and Cost Summary

Prepared for City of Pantego on June 10, 2014  
Proposed Effective Date of July 1, 2014

Presented By: TML Intergovernmental Employee Benefit P

## LTD Plan 2

### Covered Members

---

A regular employee of the Employer working 30 hours per week

### Plan

---

<b>LTD Income Benefit</b>	66 2/3%
<b>Insured Predisability Earnings</b>	\$7,500
<b>Maximum Monthly Benefit</b>	\$5,000
<b>Minimum Monthly Benefit</b>	\$100
<b>Benefit Waiting Period</b>	45 Days
<b>Maximum Benefit Period</b>	To age 65
<b>Own Occupation Period</b>	24 Months
<b>Guarantee Issue (benefit)</b>	Full Benefit
<b>Employer Contribution</b>	100%

### Cost

---

<b>Members</b>	<b>Volume</b>	<b>X</b>	<b>Rate: Percent of Earnings</b>	<b>=</b>	<b>Monthly Premium</b>	<b>Rate Guarantee</b>
40	\$147,822		0.64		\$946	10/01/2016

- We provide policyholders with a 90-day notice of rate change.

# Employee Benefits Proposal and Cost Summary

Prepared for City of Pantego on June 10, 2014  
Proposed Effective Date of July 1, 2014

Presented By: TML Intergovernmental Employee Benefit P

## Features

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## Employee Benefits Proposal and Cost Summary

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## Employee Benefits Proposal and Cost Summary

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### Producer Compensation Disclosure

We recognize the valuable role of Insurance advisors, consultants and brokers ("producers") in helping their clients design an employee benefits program, and we support reasonable and fair compensation for these services. Producers may be eligible to receive compensation from The Standard. Any questions regarding the compensation connected with this proposal should be directed to the producer. Please visit our website at [www.standard.com/compensation/eb/](http://www.standard.com/compensation/eb/) to view our normal commission scales. If this proposal is quoted with a non-standard scale or override it is noted below. An override if noted is compensation paid in addition to or in lieu of commissions. Please consult with your producer for details.

Non-standard commission scale: **Yes**  
Override: **N/A**

Unless participation is declined by the producer or client, contingent compensation is additional compensation that may also be paid and is contingent on the satisfaction of one or more minimum requirements, such as a specified amount of new premium volume or persistency in connection with the producer's block of business. For information about our customary producer rewards program visit [www.standard.com/compensation/eb/](http://www.standard.com/compensation/eb/). Some producers may have a contingent compensation arrangement that differs from our customary program. Please consult with your producer for additional details.

Additionally, fees for administrative, marketing or consulting services may apply. If applicable, fees are noted below.

Fees: **N/A**

## Employee Benefits Proposal and Cost Summary

Prepared for City of Pantego on June 10, 2014  
Proposed Effective Date of July 1, 2014

Presented By: TML Intergovernmental Employee Benefit P

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We appreciate the opportunity to provide you with this benefit and cost summary proposal from The Standard. This document outlines certain important features of the group insurance coverages available. This is not a contract or an offer to contract for such coverages. Detailed information about other important features of the coverage proposed is available on request. Just ask your broker/consultant or Standard representative.

A completed application must be submitted before a group can be considered for coverage. Insurance will be effective after the application is accepted by The Standard. If approved, we will issue a contract containing our customary language. It will not duplicate existing policy language, if any. The group contract will contain provisions and defined terms not described in this Benefit and cost summary proposal. The group contract will control if there are discrepancies between it and this proposal.

The proposed premium rate and plan design for each coverage are based on the underwriting data received by The Standard. Final premium rates and plan provisions will be determined by The Standard on the basis of: applicable state laws, policyholder contributions, confirmation of occupations, the actual composition of the group of persons who will become insured, and our current underwriting rules and practices.

This benefit and cost summary proposal expires on September 8, 2014, unless replaced or withdrawn by The Standard.

## Town of Pantego - Benefits

Plan	Copay	Individual Deductible (2 x Family)	Individual Out of Pocket (2 x Family)	2012-2013	2013-2014	2014-2015
				Monthly Premium	Monthly Premium	Monthly Premium
P85-20-25 <i>HRA Eligible</i>	\$30.00	\$200.00	\$2,500.00	Employee: \$438.32 Spouse: \$450.88 Child(ren): \$332.74 Family: \$875.54	Employee: \$517.22 Spouse: \$532.04 Child(ren): \$392.64 Family: \$1033.14	Employee: \$537.74 Spouse: \$548.00 Child(ren): \$404.42 Family: \$1064.13
P75-0-30 <i>HRA Eligible</i>	N/A	\$0.00	\$3,000.00	Employee: \$419.20 Spouse: \$431.20 Child(ren): \$318.22 Family: \$837.32	Employee: \$448.54 Spouse: \$461.38 Child(ren): \$340.50 Family: \$895.94	Employee: \$462.00 Spouse: \$475.22 Child(ren): \$350.72 Family: \$922.82
P85-50-20 <i>HRA Eligible</i>	N/A	\$500.00	\$2,000.00	Employee: \$359.72 Spouse: \$370.02 Child(ren): \$273.06 Family: \$718.52	Employee: \$420.88 Spouse: \$432.92 Child(ren): \$319.48 Family: \$840.68	Employee: \$433.71 Spouse: \$445.91 Child(ren): \$329.06 Family: \$865.90
P85-50-30 <i>HRA Eligible</i>	N/A	\$500.00	\$3,000.00	Employee: \$336.64 Spouse: \$346.30 Child(ren): \$255.56 Family: \$672.44	Employee: \$353.48 Spouse: \$363.62 Child(ren): \$268.34 Family: \$706.06	Employee: \$395.90 Spouse: \$407.25 Child(ren): \$300.54 Family: \$790.79
P85-75-30 <i>HRA Eligible</i>	N/A	\$750.00	\$3,000.00	Employee: \$313.36 Spouse: \$322.34 Child(ren): \$237.88 Family: \$625.94	Employee: \$329.04 Spouse: \$338.46 Child(ren): \$249.78 Family: \$657.24	Employee: \$388.27 Spouse: \$399.38 Child(ren): \$294.74 Family: \$775.54
P85-100-30 <i>HRA Eligible</i>	N/A	\$1,000.00	\$3,000.00	Employee: \$299.90 Spouse: \$308.50 Child(ren): \$227.66 Family: \$599.06	Employee: \$308.90 Spouse: \$317.76 Child(ren): \$234.50 Family: \$617.04	Employee: \$318.17 Spouse: \$327.29 Child(ren): \$241.54 Family: \$635.55
P85-150-40* <i>HSA Eligible</i>	N/A	\$1,500.00 <i>(IRS: High Deductible Health)</i>	\$4,000.00 <i>(IRS: High Deductible Health)</i>	Employee: \$287.44 Spouse: \$295.68 Child(ren): \$218.20 Family: \$574.16	Employee: \$255.82 Spouse: \$263.16 Child(ren): \$194.20 Family: \$511.00	Employee: \$263.50 Spouse: \$271.06 Child(ren): \$200.03 Family: \$526.33
P85-250-30* <i>HSA Eligible</i>	N/A	\$2,500.00 <i>(IRS: High Deductible Health)</i>	\$3,000.00 <i>(IRS: High Deductible Health)</i>	Employee: \$270.96 Spouse: \$278.72 Child(ren): \$205.70 Family: \$541.24	Employee: \$219.48 Spouse: \$225.76 Child(ren): \$166.62 Family: \$438.40	Employee: \$226.06 Spouse: \$232.53 Child(ren): \$171.62 Family: \$451.55

Dental	Individual Deductible	Benefit Percentage	2012-2013	2013-2014	2014-2015
<b>\$1,500.00</b> <i>Preventive, Basic &amp; Major Dental maximum (yearly)</i>	Preventive - \$0 Basic - \$50 Major - \$50	Preventive - 100% Basic - 80% Major - 50%	Employee: \$26.32 Family: \$43.40	Employee: \$27.32 Spouse: \$36.92 Child(ren): \$31.44 Family: \$54.66	Employee: \$27.32 Spouse: \$36.92 Child(ren): \$31.44 Family: \$54.66

Vision	Maximum Benefit	2012-2013	2013-2014	2014-2015
	Annual Eye Exam - \$85 Frames (annually) - \$85 Lens (Annually) - \$70 to \$190	Employee: \$12.50 Family: \$25.00	Employee: \$12.50 Family: \$25.00	Employee: \$12.50 Family: \$25.00



# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, direct, and consider action on a Resolution allowing for the Abandonment of a Fire Lane Easement at Pantego Christian Academy, 2221 W. Park Row Drive, Lot 2R, Block 1 of the Duke Addition; Providing for An Effective Date.

**Date:** June 23, 2014

---

**PRESENTER:**

Matt Fielder, City Manager  
Chad Joyce, Community Development Director

**BACKGROUND:**

At the time that the Planned Development for Pantego Christian Academy was approved, there existed a fire lane easement positioned to serve the temporary classrooms to the east of the High School property. This easement could not be abandoned until the temporary buildings were no longer needed and were removed. The buildings have since been removed and the fire lane easement is no longer required.

At the last Council meeting Council requested written confirmation from the City of Arlington authorizing the abandonment. The City Engineer, Joyce Stanton, has received an e-mail from Stephen Lea the City of Arlington Fire Marshall authorizing the abandonment of the easement.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Staff recommends the approval of this Resolution.

**ATTACHMENTS:**

E-mail from Stephen Lea  
Resolution

Director's Review: ICA  
City Manager's Review: MDJ

## Matthew Fielder

---

**From:** Joyce Stanton, PE, RPLS [jstanton@dterry.com]  
**Sent:** Thursday, June 19, 2014 4:40 PM  
**To:** Matthew Fielder  
**Subject:** FW: PCA Fire Lane Easement Abandonment

Matt,

We have the email below that the City of Arlington is satisfied we can abandon the firelane easement under consideration. Let me know if you need anything else.

*Joyce P. Stanton, P.E., RPLS  
Di Sciuillo-Terry, Stanton & Associates, Inc.  
908 West Main Street  
Arlington, Texas 76013  
817-275-3361  
Cell 817-437-3932  
Fax 817-275-8920*

---

**From:** Stephen P Lea [<mailto:Stephen.Lea@arlingtontx.gov>]  
**Sent:** Thursday, June 19, 2014 3:50 PM  
**To:** 'jstanton@dterry.com'  
**Cc:** Jenette Hull  
**Subject:** PCA Fire Lane Easement Abandonment

Joyce,

As you stated the fire lane easement was need in order to be able to get fire equipment within prescribed distances to the portable buildings that were being installed 2203 W. Park Row. Since the portable buildings are no longer at this location the fire lane is no longer required. The Arlington Fire Department has no objections to this fire lane easement being abandoned.

If you have any questions please give me a call at 817-459-5529

Stephen Lea  
Fire Marshal  
817-459-5529

**From:** Joyce Stanton, PE, RPLS [<mailto:jstanton@dterry.com>]  
**Sent:** Wednesday, June 18, 2014 9:48 AM  
**To:** Jenette Hull  
**Cc:** 'Matthew Fielder'  
**Subject:** FW: PCA Fire Lane Easement Abandonment

Jenette,

Jim and I prepared this fire lane easement at the direction of Susan Brown, originally so PCA located at 2203 West Parkrow could install some portable buildings. The fire lane would be located on the adjacent property (which is in Pantego) so she needed a document that would not allow them to just abandoned the fire lane without addressing how the portable buildings would be protected. PCA also owns the adjacent property in Pantego. PCA has removed those portable buildings and now desires to relocate that fire lane and provide some landscaping and rearrange the parking, but they need the fire lane easement abandoned to do so.

The City Council for Pantego has asked for some type of documentation from the City of Arlington stating they are satisfied this fire lane abandonment. Can you help me obtain that documentation. The reason for the fire lane easement is no longer there. Thanks for your assistance.

*Joyce P. Stanton, P.E., RPLS  
Di Sciuillo-Terry, Stanton & Associates, Inc.  
908 West Main Street  
Arlington, Texas 76013  
817-275-3361*

**RESOLUTION NO. 14-14**

**A RESOLUTION OF THE TOWN OF PANTEGO AUTHORIZING THE ABANDONMENT OF A FIRE LANE EASEMENT AT PANTEGO CHRISTIAN ACADEMY, 2221 W. PARK ROW DRIVE, LOT 2R, BLOCK 1 OF THE DUKE ADDITION; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Pantego Christian Academy (PCA) had dedicated one or more fire lanes to the Town of Pantego, but subsequently, with the approval of the Town, PCA has revised their school campus.

**WHEREAS**, as part of revising its campus and site plan, PCA has requested that a fire lane previously dedicated to the Town be abandoned.

**WHEREAS**, the Town's engineer has reviewed the current use of the PCA campus and the available site access and fire lanes, has determined that adequate fire lane access will exist if the abandonment is allowed by the Town, and therefore the fire lane is not necessary to the Town; and

**WHEREAS**, the City of Arlington's Fire Marshall has no objection to the abandonment of the fire lane easement.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS THAT:**

**Section 1:** The Town Council hereby adopts the attached "Abandonment of Fire Lane and Access Easement" as presented by the Interim Public Works Director.

**Section 2:** For the reasons stated above the Council has determined that the fire lane(s) described in the attached "Abandonment of Fire Lane and Access Easement" is appropriate, and is hereby approved, and the Interim Public Works Director is authorized to execute that document on behalf of the Town.

**Section 3:** This Resolution shall be in full force and is effective immediately upon passage.

**PASSED AND APPROVED this the 9th day of June, 2014, at a regular meeting of the Town Council of the Town of Pantego, Texas, by a vote of \_\_\_ ayes, \_\_\_ nays and \_\_\_ abstentions.**

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**Melody Paradise, Mayor**

**ATTEST:**

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**Julie Arrington, City Secretary**

**APPROVED AS TO FORM:**

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**Jim Jeffrey, City Attorney**

Town of Pantego



# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, direct and consider action on the approval of the Budget Calendar Worksession Discussions for Fiscal Year 2014/15.

**DATE:** June 23, 2014

---

**PRESENTER:** Ariel Carmona

**BACKGROUND:**

Staff would like to get input from Council as to how many worksessions are deemed necessary to complete the discussions regarding the 2014/15 Budget. In prior years there seem to have been scheduled four to five budget worksessions meetings.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Approve budget calendar as presented.

**ATTACHMENTS:**

2014/15 Budget Calendar

City Manager's Review:  MDF

\*\*\*\*\* 2014/2015 PROPOSED BUDGET CALENDAR \*\*\*\*\*

JUNE 2014						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY 2014						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST 2014						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2014						
S	M	T	W	T	F	S
	H	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- REGULAR TOWN COUNCIL MEETINGS 7:30 p.m.
- BUDGET WORKSESSIONS
- ITEMS HANDLED BY STAFF OR COUNTY
- SPECIAL MEETING

- July 14**      The City Manager delivers the proposed FY 2014-2015 Budget to the Town Council - City Manager's Overview
- July 21**      1st Budget Work Session -General Fund Discussion: Revenues/Departmental Expenditures Salaries & Benefits/Transfers
- July 25-30**      Receive Certified Tax Roll from Tarrant Appraisal District  
Calculate Effective and RollBack Tax Rates
- August 4**      2nd Budget Work Session - Special Revenue Funds / Capital Project Funds/  
Water & Sewer Fund Discussion
- August 6**      Publish "Notice of Effective Tax Rate"
- August 11**      Present Effective Tax Rate And Roll Back Rate To Town Council  
Present Certified Appraisal Roll from Tarrant Appraisal District to Town Council  
Present Ad valorem Collection Rate from Tax Assessor Collector to Town Council  
Preliminary Determination of Tax rate  
Vote to schedule Public Hearings for August 25, 2014 and September 2, 2014 on Tax Rate Increase
- August 15**      Publish "Notice of Public Hearing" August 25, 2014 and September 2, 2014 (50-197) (1st 1/4 page)  
*Includes date of vote on September 8, 2014 and September 22, 2014*  
File Proposed Budget with City Secretary and Post on Website
- August 18**      3rd Budget Work Session - Budget Recapitulation
- August 25**      1st Public Hearing on Proposed Budget  
1st Public Hearing on Tax Increase (Decrease)
- September 02**      2nd Public Hearing on Proposed Budget  
2nd Public Hearing on Tax Increase (Decrease)  
4th Budget Work Session - If Required
- September 03**      Publish "Notice of Tax Revenue Increase" (50-198) (2nd 1/4 page)  
*Includes date of vote on September 8, 2014 and September 22, 2014*
- September 08**      1st Reading of Ordinance adopting Budget  
1st Reading of Ordinance adopting Tax Rate  
1st Vote On Proposed Budget  
1st Vote On Proposed Tax Rate
- September 22**      2nd Reading of Ordinance adopting Budget  
2nd Reading of Ordinance adopting Tax Rate  
2nd Vote On Proposed Budget  
2nd Vote On Proposed Tax Rate
- September 23**      File Tax rate with County
- September 30**      Final budget as adopted submitted to Town Council.

Note: All dates MUST meet the "Truth In Taxation" Requirements



# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, direct, and consider action on the water well repairs for the Lane and Stolper Wells.

**Date:** June 23, 2014

---

**PRESENTER:**

Matt Fielder, City Manager

**BACKGROUND:**

Both the Lane and Stolper wells experienced failures of their pump motors the week of June 9-13. The reasons for the failure of the Lane well are still being determined by the manufacturer and the engineering firm of Collier Consulting, Inc. The results of both investigations are expected before the meeting, and will be forwarded to Council as soon as they are received. The Stolper well failed because of a large electrical surge, probably due to a lightning strike.

The Lane well has had recurring issues. A history of maintenance expenditures on the well include:

- 2004 - \$9,000 for a new motor
- 2005 - \$6,600 for an inspection due to decreased performance
- 2006 - \$74,600 for an overhaul of the well
- 2007 - \$5,330 to rebuild the motor
- 2008 - \$16,000 for a new pump
- 2010 - \$13,000 for a new motor
- 2011 - \$206,652 for the conversion from a vertical turbine motor to a submersible motor/pump
- 2012 – Warranty replacement of the motor
- 2013 – Warrant replacement of the motor with a hi-temp model

Upon removal, the pump was tested and determined to be operating normally. The preliminary inspection of the pump by the manufacturer's representative identified overheating as the cause of the failure. The well was outside of its one year warranty, but well within the three to five year lifespan. In addition, some of the well pipe that was removed required re-threading. This is currently being performed. The well service company estimates the cost to brush the well, replace the motor, repair the piping, and to make everything operational will be between \$75,000 and \$100,000.

The Stolper well has not been serviced since the motor/pump was replaced in 2000. This greatly exceeds the three to five year lifespan of a submersible motor. In addition, the well piping was found to be severely corroded, to the point that it failed as it was removed. New cabling is also needed, due to the damage from the surge. Another issued identified was the age of the electrical infrastructure. Staff has obtained a quote \$2,830 to install a sub monitor and to ground the well to the electrical panel, as recommended by the motor manufacturer. Staff is working to obtain additional quotes for the electrical work. The cost is estimated to be similar to the Nora well, which was approximately \$40,000, plus the cost of the pipe. That could add as much as \$20,000 more to the price.

Staff has contacted our insurance company regarding filing a claim on the Stolper well, as the indications were that it was the result of a lightning strike. They are investigating. After discussions with them, we will also be filing a claim on the Lane well.

Director's Review: \_\_\_\_\_  
City Manager's Review: MDF



# AGENDA BACKGROUND

## **FISCAL IMPACT:**

Estimated cost of the Lane Well as currently known:      Between \$75,000 and \$100,000  
Estimated cost of the Stolper Well as currently known:      Between \$40,000 and \$60,000

## **RECOMMENDATION:**

Staff recommends Council authorize it to take the necessary steps to return the wells to service as soon as possible.

## **ATTACHMENTS:**

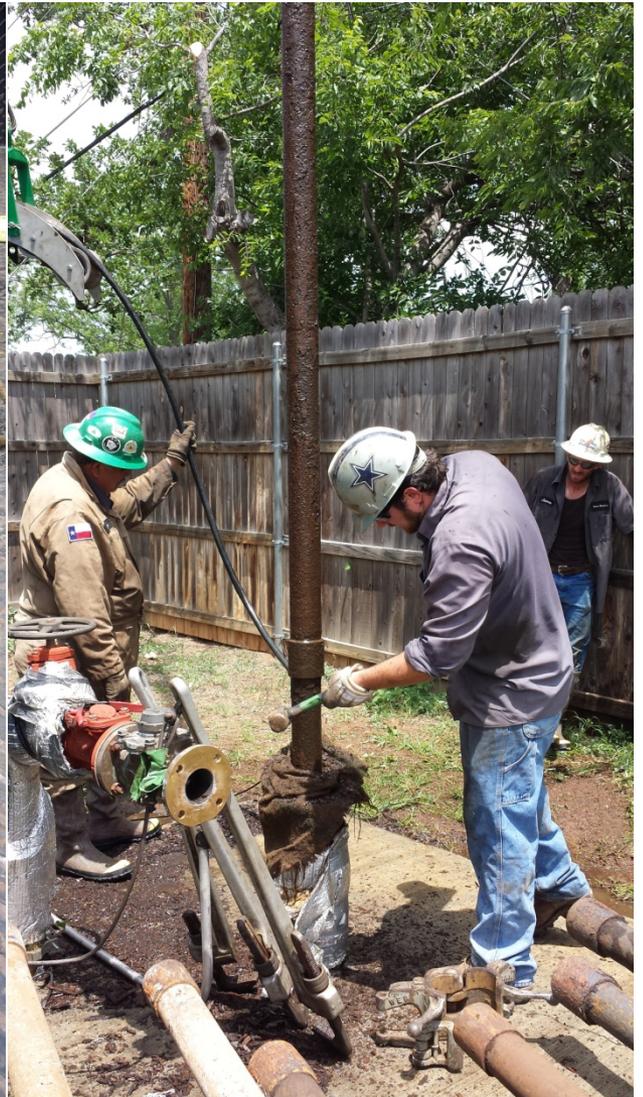
Photos of Lane Well  
Photos of Stolper Well  
Microplex Cost Estimate  
Agenda Background from May 9, 2011 re: Repairs to Lane Well

Director's Review: \_\_\_\_\_  
City Manager's Review: MDF

# Lane Well Motor and Pump



# Stolper Well



# Stolper Well



# MICROPLEX ELECTRIC LLC - TECL# 17785

1039 AVENUE M  
GRAND PRAIRIE, TX 75050  
972-660-2091 FAX 972-660-2092

## QUICK QUOTE

DATE	QUOTE#
6/16/2014	14393

CUSTOMER NAME
TOWN OF PANTEGO PO BOX 13210 PANTEGO, TX 76094 817-548-5860 FAX 817-265-1375

JOB LOCATION
1704 1/2 DICKERSON
JOB NAME
14393 - DICKERSON PUMP CONTROL - 6/16/14

DESCRIPTION	TOTAL BID
ELECTRICAL QUOTE FOR 1704 1/2 DICKERSON, PANTEGO TX 76013 PER REQUEST FROM JOSH BROWN 6/16/14  ADD (1) PUMP CONTROL WITH FRANKLIN MONITOR FOR STOPLER 40H PUMP. SUBMONITOR TO BE MOUNTED INSIDE CABINET DISPLAY TO BE MOUNTED OUTSIDE CABINET FOR EASY ACCESS ADD 100' GROUND WIRE FROM PUMP TO PANEL ADD (1) PANEL  THIS IS A QUICK QUOTE ONLY AND IS SUBJECT TO CHANGE IF SCOPE OF WORK CHANGES.	2,830.00

**\*PLEASE READ THIS ENTIRE BID.**  
**\*TOTAL PRICE MAY INCLUDE OPTIONS.**  
**\*WE MAY WITHDRAW THIS BID IF NOT ACCEPTED WITHIN 30 DAYS.**  
**\*ALL GENERAL EXCLUSIONS AND CONDITIONS ARE A PART OF THIS BID AND ARE INCLUDED ON THE LAST PAGE.**

Regulated by the Texas Department of Licensing & Regulation  
P.O. box 12157, Austin, Tx 78711  
1-800-803-9202 512-463-6599  
Website: [www.license.state.tx.us/complaints](http://www.license.state.tx.us/complaints)

<b>Subtotal</b>	\$2,830.00
<b>Sales Tax (8.25%)</b>	\$0.00
<b>BID TOTAL*</b>	\$2,830.00

ACCEPTANCE SIGNATURE & DATE

\_\_\_\_\_



# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, review, and consider any action on converting Lane well #1 from a line shaft to a submersible well.

**DATE** May 9, 2011

---

**PRESENTER:** Ron Edwards, Director of Public Works

**BACKGROUND:**

The Town has had considerable issues with Lane well #1 in recent years. Due to the number of repairs and down time we would like to consider converting the well to a submersible.

**FISCAL IMPACT**

The conversion cost is higher initially with the cost payoff over the longevity of the well.

**RECOMMENDATION:**

Staff recommends the following motion:

Request approval to proceed with review and purchasing process of submersible well.

**ATTACHMENTS:**

Memo  
Pump Comparison  
Usage vs. pumping graph  
Estimate for high voltage and regular submersible wells  
Estimate for high voltage electrical improvements  
E-mail opinions from Collier and Alan Plummer

Director's Review: \_\_\_\_\_



**PUBLIC WORKS MEMO**

To: Tom Griffith, Interim City Manager  
From: Ronald Edwards, Director of Public Works  
Date: May 9, 2011  
Re: Lane Well Conversion

Since 2004 we've had a major repair to the large lane well every year with the exception of 2009. This is a considerable amount of down time and excessive repair cost. Currently the lane well is not producing the amount of water that it should and we have discovered traces of brass shavings in the well screen indicating progressive pump failure. We are exploring the idea of converting this well to a submersible well which would be consistent with the rest of the wells in town. The options we discussed were to repair the line shaft well, a high voltage submersible well, and a standard submersible well. In conversations I've had with well professional and the engineers on our water study, there is no clear cut best choice of wells but we all agree that the standard submersible would be the best option. It is my recommendation that we select the standard submersible well.

Below is a list of the repair history for the lane well #1

July 2004	New motor	\$9,000
December 2005	Inspection due to decreased performance	\$6,600
May 2006	Overhaul	\$74,600
December 2007	Rebuild motor	\$5,330
January 2008	New Pump	\$16,000
December 2010	New Motor	\$13,000
Feb 2011	Decreasing pump performance	

**Repair history of all other submersible wells in town**

Stolper East	Last repaired	1996
Stolper West	Last repaired	2000
303	2004 before then	1999
Nora	2007 before then	1999
Small lane	2010 before then	2002

In conversations I have had with well professionals I've learned of changes in the mid 1980's to the way water well pumps are built. Pump tolerance became closer to increase performance but sacrificing pump lateral. Pumps are no longer allowed to be constructed with lead which some believe to allow pumps to wear out faster. The availability of repair companies that still work on line shaft pumps are becoming less. There is a large margin for error with the repair of line shaft pumps, which is one of many reasons submersible pumps are preferred for deep wells.



## Pump Comparison

April 19, 2011

### Submersible

#### PROS:

- Ease of installation
- Low profile in residential areas
- Quiet
- Service personnel plentiful
- No lubricants—contamination
- Well casing does not have to be completely vertical, but can't have dog legs

#### CONS:

- Not as efficient as line shaft motor
- Water must flow past the motor for cooling
- Motor can only be as large as the diameter of the well
- Can become sand-locked in abrasive pumping conditions
- Have to pull entire column pipe to service motor
- Can damage power wire during installation of equipment
- Lightning & power problems
- 3-5 years longevity

### Line Shaft Turbine

#### PROS:

- Motor at surface
- Do not have to pull column pipe to service motor
- Motor more efficient than submersible
- Motor isn't dependent on well casing size
- Can service motor at most electric motor repair shops

#### CONS:

- Noisy (not necessarily)
- Not as low a profile in residential areas
- Lubrication oil can contaminate soil around well (use food grade)
- Well casing must be vertically straight
- Oil used to lubricate shaft joints in water column pipe
- Motor efficiency over submersible is lost in shaft friction
- May have greater longevity (10-15 years)

### High Voltage Submersible

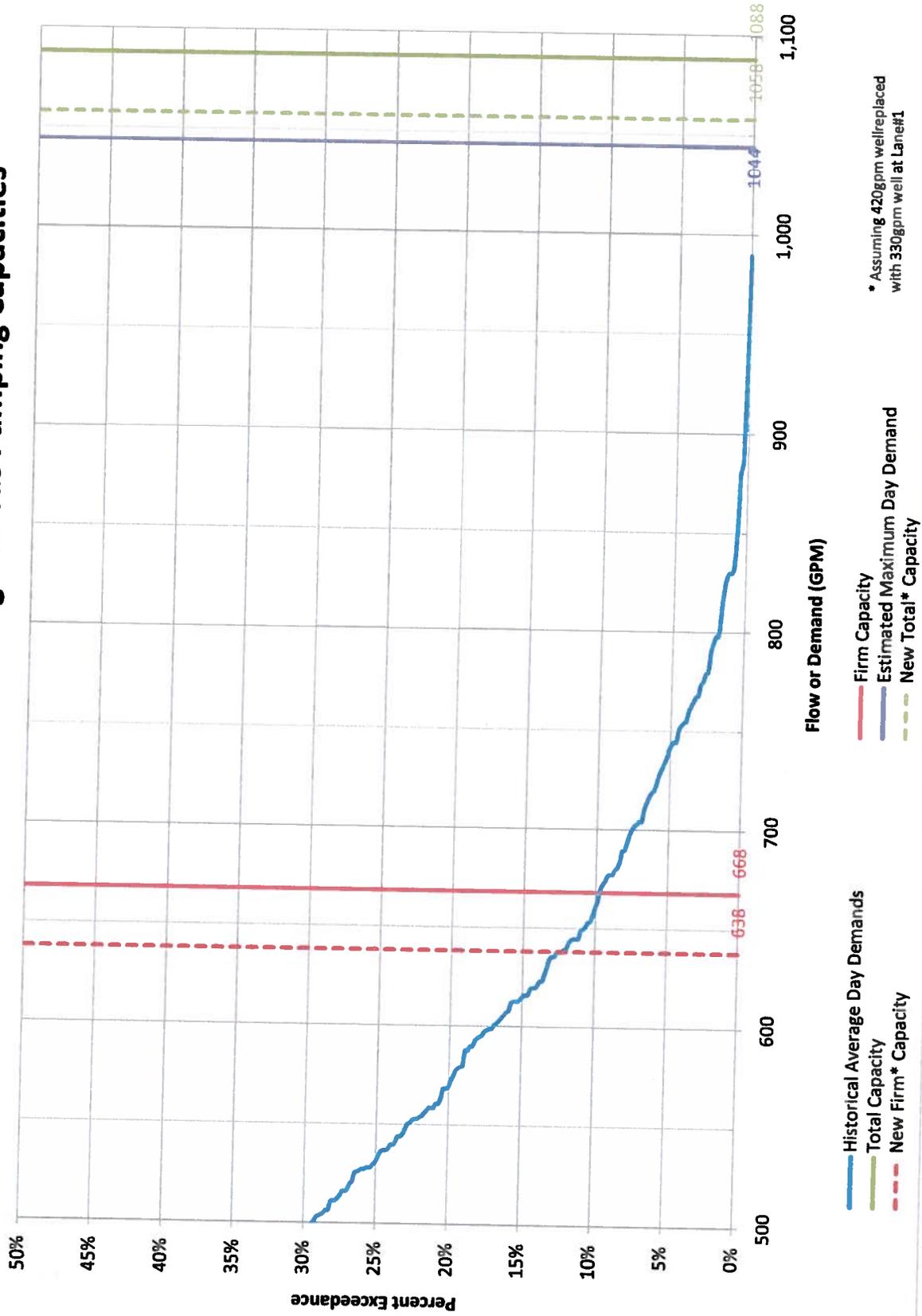
#### PROS:

- Can fit more horsepower in smaller cased wells
- Power wire size is smaller
- Oil field technology (Better?)

#### CONS:

- Not many service companies for high voltage water well motors
- Tech from motor company will oversee installation
- Tech must be present every time well is pulled to not void warranty
- High voltage source is not readily available for use
- Fuses, Controls, and Transformers expensive
- 3-5 years longevity

# Pantego Historical Groundwater Usage Versus Pumping Capacities



\* Assuming 420gpm well replaced with 330gpm well at Lane#1

# Layne Christensen Company

5734 American Legion Road - Tyler, Texas 75708-9147 - (903) 592-6177 - Fax: (903) 597-9469

## Quotation

To: Mr. Ron Edwards  
City of Pantego

Date: 3/15/2011

Quotation No. : 073-03151101

Reference: Well 4 Pump Replacement

<b>Scope: Furnish new 175 hp submersible pump &amp; motor, approximately 430 gpm, 1200' pump setting.</b>			
<u>Labor</u>			
29 hrs	Pump service rig & crew mobilized to pull lineshaft pump.	255.00	7,395.00
1	Camera survey	1500.00	1,500.00
24 hrs	Shop labor	65.00	1,560.00
8 hrs	Pump service rig & crew bailing oil and/or debris	255.00	2,040.00
34 hrs	Pump service rig & crew mobilized to install, start-up & test pump.	255.00	8,670.00
1 ls	Materials delivery	1800.00	1,800.00
5 pd	Crew per diem	290.00	1,450.00
	<b>Subtotal Labor</b>		<b>24,415.00</b>
<u>Materials</u>			
1	Christensen 7CLC - 14 stage pump rated 430 gpm @ 1150' tdh	10800.00	10,800.00
1	HSB3 Seal & pump adapter	14660.00	14,660.00
1	Centrilift MSP200 motor 175hp 2480v 46a w/ motor lead	34940.00	34,940.00
1200 ft	5.5" o.d column pipe, sch. 40, 8R t&c, single random lengths	27.80	33,360.00
1 ea	discharge head	1290.00	1,290.00
1200 ft	#4-3 4kv double jacketed power cable	8.50	10,200.00
2400 ft	1/4" plastic airline	0.16	384.00
2 ea	5" steel check valve	980.00	1,960.00
1	incoming freight	1900.00	1,900.00
1 ls	Installation supplies including splice materials, s.s. bands & buckles, HTH, thread lubricant, etc.	1100.00	1,100.00
1	210 kva 460 / 3300v 3 phase, pad-mount transformer	21500.00	21,500.00
1	Centristart 3300v starter panel	14900.00	14,900.00
	<b>Subtotal Materials</b>		<b>146,994.00</b>
-1	Credit for motor rental and replacement	17046.00	(17,046.00)
	<b>Total Proposed Labor &amp; Materials</b>		<b>\$ 154,363.00</b>
Installation of electrical surface equipment not included Will require concrete pad for transformer and starter. Credit includes salvage of motors and discharge head. Owner is responsible for disposal of bailed oil			

Page 1 of 1

SHIPMENT: Delivery: two weeks

PROPOSED START DATE:

The foregoing prices are subject to Federal, State and Local Sales and Use Taxes. This Quotation will automatically expire if purchaser does not deliver a written acceptance to

Contractor by (30 days)

By

**Layne Christensen Company**

(Contractor)

*Steve Woolley*  
\_\_\_\_\_  
Steve Woolley

**ACCEPTANCE:**

The undersigned accepts the above proposal at the prices shown, subject to any necessary revision in the list of estimated quantities, and hereby authorizes and instructs Contractor to proceed with the described work. The undersigned understands and agrees that the Terms and Conditions shown on the reverse are hereby incorporated as part of this contract. Purchaser's pumps, motors, parts and/or accessories may be stored by Contractor for thirty (30) days from date of invoice or other written notice from Contractor. After thirty (30) days, disposal of equipment may be made by Contractor without incurring any liability.

Purchaser \_\_\_\_\_ Address \_\_\_\_\_

By \_\_\_\_\_ Date \_\_\_\_\_

# Layne Christensen Company

5734 American Legion Road - Tyler, Texas 75708-9147 - (903) 592-6177 - Fax: (903) 597-9469

## Quotation

To: Mr. Ron Edwards  
City of Pantego

Date: 3/15/2011

Quotation No. : 073-03151102

Reference: Well 4 Pump Replacement

<b>Scope: Furnish new 125 hp submersible pump &amp; motor, approximately 330 gpm, 1140' pump setting.</b>			
<u>Labor</u>			
29 hrs	Pump service rig & crew mobilized to pull lineshaft pump.	255.00	7,395.00
1 hrs	Camera survey	1500.00	1,500.00
24 hrs	Shop labor	65.00	1,560.00
8 hrs	Pump service rig & crew bailing oil and/or debris	255.00	2,040.00
38 hrs	Pump service rig & crew mobilized to install, start-up & test pump.	255.00	9,690.00
1 ls	Materials delivery	1800.00	1,800.00
5 pd	Crew per diem	290.00	1,450.00
	<b>Subtotal Labor</b>		<b>25,435.00</b>
<u>Materials</u>			
1	Christensen 7CLC - 12 stage pump rated 330 gpm @ 1100' tdh	9160.00	9,160.00
1	Franklin HT 8" 125 hp motor	26500.00	26,500.00
1140 ea	5.5" o.d. x schedule 40 column pipe, 8R t&c, single random lengths	27.80	31,692.00
1 ea	discharge head	1290.00	1,290.00
1180 ft	mcm 250 - 3 w/ grd power cable	33.40	39,412.00
2280 ft	1/4" plastic airline	0.16	364.80
2 ea	5" steel check valve	980.00	1,960.00
1	incoming freight	950.00	950.00
1 ls	Installation supplies including splice materials, s.s. bands & buckles, HTH, thread lubricant, etc.	1260.00	1,260.00
1	Size 4 starter panel w/ SubMonitor	5055.00	5,055.00
	<b>Subtotal Materials</b>		<b>117,643.80</b>
-1	Credit for motor rental and replacement	17046.00	(17,046.00)
	<b>Total Proposed Labor &amp; Materials</b>		<b>\$ 126,032.80</b>
Installation of electrical surface equipment not included Will require new conduit from well to panel. Credit includes salvage of motors and discharge head. Owner is responsible for disposal of bailed oil			

Page 1 of 1

SHIPMENT: Delivery: two weeks

PROPOSED START DATE:

The foregoing prices are subject to Federal, State and Local Sales and Use Taxes. This Quotation will automatically expire if purchaser does not deliver a written acceptance to

Contractor by (30 days)

By

**Layne Christensen Company**

(Contractor)

  
 Steve Woolley

**ACCEPTANCE:**

The undersigned accepts the above proposal at the prices shown, subject to any necessary revision in the list of estimated quantities, and hereby authorizes and instructs Contractor to proceed with the described work. The undersigned understands and agrees that the Terms and Conditions shown on the reverse are hereby incorporated as part of this contract. Purchaser's pumps, motors, parts and/or accessories may be stored by Contractor for thirty (30) days from date of invoice or other written notice from Contractor. After thirty (30) days, disposal of equipment may be made by Contractor without incurring any liability.

Purchaser \_\_\_\_\_

Address \_\_\_\_\_

By \_\_\_\_\_

Date \_\_\_\_\_

CIRCLE R ELECTRIC CO.  
3620 RACE STREET  
FORT WORTH TEXAS 76111  
PHONE 817-222-1290 FAX 817-222-1292

04/18/2011

TO : TOWN OF PANTEGO, TEXAS  
ATT: RON EDWARDS

BID PROPOSAL  
SITE: WELL SITE UNDER ELEVATED

WE PROPOSE TO FURNISH ALL LABOR AND MATERIALS NECESSARY TO THE ELECTRICAL INSTALLATIONS FOR THE FOLLOWING:

REMOVE AND DISPOSE OF EXISTING 480 VOLT PUMP PANEL MOUNTED UNDER POWER COMPANY CURENT TRANSFORMER CAN.

FURNISH AND INSTALL NEW 400 AMP PANEL TO PROVIDE SERVICE TO NEW 2300 VOLT WELL TRANSFORMER AND REMOUNT EXISTING 5 KVA SINGLE PHASE TRANSFORMER AND PICK UP CIRCUITS TO ELEVATED TANK.

RUN CONDUIT AND PARALLED 2/0 WIREING FROM NEW 480 VOLT PANEL TO 210 KVA 2400 VOLT TRANSFORMER. RUN CONDUIT AND 2400 VOLT CABLE FROM TRANSFORMER TO 2400 VOLT PUMP PANEL AND FROM THERE TO A 2400 VOLT TERMINATION BOX BESIDE WELL HEAD. RUN FLEX FROM THERE TO WELL HEAD AND TERMINATE 175 HP 2300 VOLT WELL MOTOR CABLE.

210 KVA 2300 VOLT TRANSFORMER AND 2300 VOLT PUMP PANEL TO BE FURNISHED BY OTHERS.  
CONCRETE SLAB FOR ABOVE AND DITCHING PROVIDED BY OTHERS.

FOR THE SUM OF: \$ 8,329.13

TO BE PAID ON COMPLETION OF ELECTRICAL WORK.

APPROVED BY: *S. R. Byers Sr.*  
S, R, BYERS SR.

ACCEPTED \_\_\_\_\_

## Ron Edwards

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**From:** Rose,Adam [arose@apaienv.com]  
**Sent:** Friday, April 29, 2011 8:46 AM  
**To:** Ron Edwards  
**Cc:** Seamands,Sarah  
**Subject:** RE: Pump comparison  
**Attachments:** pantego\_exceedance.pdf; image001.jpg; image002.jpg

Ron,  
I've attached a modified exceedance graph to help visualize our data. As before, the 2006 daily pumping data all falls below our estimated maximum day demands (this is good). The total capacity would still be above our estimated max day demand and above 0.6GPM/connection (you would be OK from TCEQ regulatory standpoint), but it would be even closer than before: based on the uncertainty inherent in our assumptions I thought you could call max day demand and total groundwater capacity equal. You're still about 10% above the highest recorded value from 2006. You'll also notice that the firm capacity drops the same amount, since Lane #1 is your largest well.

I understand that the benefit in this project is that you would be operating under firm capacity less frequently (your Lane #1 wouldn't be down for repairs as often): I certainly see the benefit in this from both cost as well as water supply standpoints. You may recall that we recommended a potential new well in our final report to allow for firm capacity to be near maximum day demands (this is of operational value – not a TCEQ requirement) – this was prior to a potential 4% reduction in pumping capacity.

Is the additional uptime (an estimated value) worth the reduction in capacity (a known value)? Good question – and I don't have as clear of an answer on that as you would probably like. I think the investment is worthy for the long term water supply for the town. If you can quantify the amount of time the current well has been down recently that would help make the case.

I'd be happy to discuss further if you'd like. Just let me know!

**Adam Rose, P.E., CFM, PMP**  
Alan Plummer Associates, Inc.  
817.806.1700 (office)

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**From:** Ron Edwards [mailto:Redwards@townofpantego.com]  
**Sent:** Thursday, April 28, 2011 4:17 PM  
**To:** Rose,Adam  
**Subject:** FW: Pump comparison

Adam,

Here is the pump comparison from Hubert. The only question I had for you was, If we went with the standard submersible well would the 330 gallons per minute be enough to meet the max day demand that we need for the middle of summer? I will take home the report tonight and see if I can find it. See what you think and if you see a clear choice.

Ronald Edwards  
Director of Public Works



1614 S. Bowen Road

Pantego, TX 76013  
(817) 548-5860 Direct  
(817) 265-1375 Fax  
[www.townofpantego.com](http://www.townofpantego.com)  
*Small Town Charm, . . . Big City Opportunities!*

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**From:** Hughbert Collier [mailto:hughbert@collierconsulting.com]  
**Sent:** Thursday, April 21, 2011 5:40 PM  
**To:** Ron Edwards  
**Subject:** FW: Pump comparison

Been having trouble with our email server. Resending in case this did not go out the first time. My apologies in case you have already received this.

Ron, did you get this the first time?

Hughbert Collier, Ph.D., P.G.



**COLLIER**  
CONSULTING

TBPE No. 8170  
702 East South Loop  
Stephenville, TX 76401

[www.collierconsulting.com](http://www.collierconsulting.com)  
254 396-0446

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**From:** Hughbert Collier [mailto:hughbert@collierconsulting.com]  
**Sent:** Tuesday, April 19, 2011 3:16 PM  
**To:** 'Ron Edwards'  
**Cc:** 'Matt Van Hatterm'; 'Aaron Collier'  
**Subject:** Pump comparison

Ron,

Attached is the pump comparison. There is no clear best choice for this well. I recommend preparing and getting bids on all three. There is enough room in the casing to install a "normal" submersible. However, a high voltage submersible may not be significantly more expensive because it uses a much smaller diameter wire than a normal submersible. If a normal submersible is cheaper than the other two, it will be a good choice.

We are willing to prepare the specs and bid documents. Just let me know.

Call if you have any questions.

Hughbert Collier, Ph.D., P.G.



**COLLIER**  
CONSULTING



# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, direct staff, and consider action on an update from the City Manager regarding Pantego Fest 2014.

**Date:** June 23, 2014

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**PRESENTER:**

Matt Fielder, City Manager

**BACKGROUND:**

Staff reviewed bands and kid zone events at the last Town Council meeting. Based on that input, Flair Events has obtained contracts for bands for the following times:

**Friday, September 26**

6:00 - 6:15 opening ceremony  
6:30- 7:30 TBD  
7:30-8:30 Be Be LeStrange (Heart \$1,000)  
9:00 pm - 11:00 pm Le Freak

**Saturday, September 27**

10:00am - 11:00 am TBD  
11:00 - 12:00 TBD  
12:00-1:00 PCA Jazz Band  
1:00-2:00 United Performing Arts  
2:00 - 3:00 Bad Moon Rising (CCR \$800)  
3:30 - 4:30 Texas Flood (Stevie Ray Vaughn (\$1,000)  
5:00-6:00 Schroomville (Allman Brothers \$1,000)  
6:30 - 7:30 Nightbird (Fleetwood Mac \$1,500)  
8:00-9:00 Escape (Journey \$800)  
9:30-11:00 Incognito (80's Music \$2,000)

**Sunday, September 28**

12:00-1:00 TBD  
1:00-2:00 TBD  
2:00-3:00 United Performing Arts  
3:15-4:30 Me and My Monkey (Beatles \$1,100)  
4:30-5:45 Soul Sacrifice (Santana \$1,000)  
5:45-6:00 Closing Ceremony

Some of the bands discussed were not available, including the AC/DC, Queen, and Pink Floyd cover bands. Incognito was substituted as the main Saturday band, instead. The total cost for this lineup is \$10,200.

Additionally, Flair Events has obtained the cost estimate from Texas Jumps for the Kids Zone. The cost for the weekend is \$5,375.

Director's Review: \_\_\_\_\_  
City Manager's Review: MDF



# AGENDA BACKGROUND

**FISCAL IMPACT:**

Band Cost:	\$10,200
Texas Jumps Cost:	\$5,375

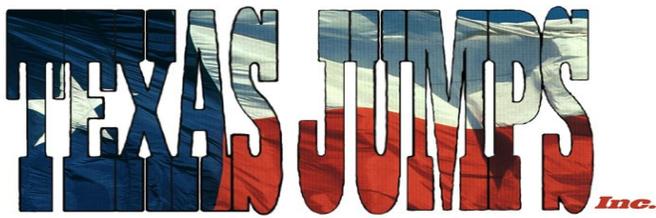
**RECOMMENDATION:**

Staff recommends Council authorize the City Manager to execute the contracts for the bands and Texas Jumps.

**ATTACHMENTS:**

Texas Jumps Estimate

Director's Review: \_\_\_\_\_  
City Manager's Review: MDF



# Quotation

Date  
Start  
End

Sept 26 27 28

Toll Free 1 866 846 1839

Customer  
Pantego Fest

Unit	Price
Rock Wall	\$1,575.00
Arctic Plunge	\$1,000.00
Adrenaline Rush II	\$1,000.00
Equalizer	\$600.00
Little Builders	\$500.00
Basic Bounce	\$200.00
Home Run Derby	\$500.00
	\$0.00
	\$0.00
	Tax \$0.00
	Total \$5,375.00

Quote requires that your organization provide an attendant for each of the inflatable rides, and a total of 10 separate 20 amp circuits to power the units and one volunteer to sell armbands.

Texas Jumps will provide attendants to work the Rock Climbing Wall..

Texas Jumps can provide generators to power all units for an additional \$ 1125.00

The quote is a minimum that we would require to do your event. We would expect to make 85% of all proceeds generated from the rides.

If the event fails to generate \$5375.00 Pantego Fest will pay Texas Jumps Inc. the difference.

We require that there are no other ride vendors at your event.

**This is a quote only.**

**To reserve units your organization must have a signed contract on file with Texas Jumps.**